



Cainscross Town Council

Cashes Green & Ebley

Finance, Governance & Personnel Committee

Terms of Reference May 2025

Reviewed Annual Meeting – 19 May 2025

Minute number – AM10/25

Items to be delegated from the Full Council

- To authorise payments
- To receive financial reports and monitor income and expenditure within the estimates approved by Council
- To consider the approval of any income and expenditure proposed by other committees, other than that included in the current financial estimates
- To review all policies except for Standing Orders and Financial Regulations which will be reviewed by Full Council
- To review internal controls policies
- To consider estimates for the Committee's own budgeted expenditure
- To approve subscriptions, (except for GAPTC and SLCC which should be a recommendation to Council)
- To approve expenditure on office fixtures, fittings and equipment according to thresholds
- To appoint staff and review terms and conditions
- To review employment policies
- To refer matters to the Grievance Committee

Items for consideration by the Committee, prior to their referral to Council

- To approve the annual accounts prior to presentation at the Parish Meeting and submission for audit
- To review insurance matters
- To consider internal and external auditors' reports
- To co-ordinate annual estimates (budget) for all committees
- To recommend the level of precept
- To consider grant applications