



**SUMMONS TO A MEETING OF THE FINANCE, EMPLOYMENT & SERVICES COMMITTEE
on Tuesday, 1st July 2025 at 7 p.m. in the Council Chamber of Colne Town Hall**

Agenda

1. Welcome

2. Apologies

3. Declarations of Interest

To receive any declarations of interest from Members relating to any item on the agenda in accordance with the provisions of the Code of Conduct and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.

4. Minutes

To approve as a correct record the Minutes of the meeting held on Tuesday, 3rd June 2025. (Decision required)

5. Public Forum

To consider questions, statements, or petitions from members of the public who are welcome to the meeting and have a total collectively of 15 minutes to make their representations to the Committee.

6. Exclusion of the Public

To determine during which items, if any, the public are to be excluded from the meeting. Such an exclusion would need to be on the grounds that, in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972.

7. Financial Update

To receive a summary of the latest financial position and detailed cost headings as at 24th June 2025. (Decision required)

- a) Financial Budget Summary.
- b) Income & Expenditure Report.
- c) Balance Sheet.

8. Audit Update

To receive an update from the Town Clerk/RFO on the audit processes for the financial year ending 31st March 2025.

9. Colne Town Hall Office Hire

To consider an opportunity that has arisen regarding office rental at Colne Town Hall. (Decision required)

10. Town Hall Maintenance

To receive an update on any scheduled works or identified maintenance issues. (Information only)

11. Items for a future month's Agenda

Points raised under this item are for information only, any debate should be limited to five minutes only and to consider them for the agenda for a future month. (Information only)

12. Date & Time of Next Regular Meeting

The next Finance, Employment and Services Committee meeting is scheduled for Tuesday, 5th August at 7.00 pm.

Exclusion of the Public

13. Private Item: Staffing Items

Signed: *Gina Langley*

Date: Wednesday, 25th June 2025

MEMBERSHIP OF COMMITTEE

Cllr D. Clegg

Cllr G. Clegg

Cllr P. Hannah-Wood

Cllr A. Mann

Cllr H. Thomas

Cllr M. Thomas

Cllr B. Wildman

This meeting is open to the Public and will be live streamed on the Council's YouTube Channel.

For those wishing to attend the meeting, please contact the Town Clerk & Responsible Financial Officer by Monday, 30th June at midday, on 01282 332036 or email: g.langley@colnetowncouncil.org.uk