



**SUMMONS TO A MEETING OF THE FINANCE, EMPLOYMENT & SERVICES COMMITTEE
on Tuesday, 2nd September 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, 5th August 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 26th August 2025. (Decision required)

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

8. Grounds Maintenance Tender Documents

To consider the presented documents, as recommended by the Contracts Committee. (Decision required)

9. Town Hall Maintenance

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

10. Correspondence Received

Details of any correspondence received that requires presenting or reviewing at this Committee Meeting.

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, 7th October at 7.00 pm.

Exclusion of the Public

13. Private Item: Staffing Item

Signed: *Gina Langley*

Date: Wednesday, 27th August 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, 1st September at midday, on 01282 332036 or email: g.langley@colnetowncouncil.org.uk