WETHERBY TOWN COUNCIL
BUDGETS & GOVERNANCE COMMITTEE
MEETING AGENDA

Date: **Tuesday 13th October 2026**
Time: **6:00pm**
Location: **Court Room, Wetherby Town Hall, Market Place, Wetherby, LS22 6NE**

Dear Sir/Madam

You are invited to attend a Budgets & Governance Committee Meeting for the purposes of determining the agenda items listed below.

The purpose of this Committee is to manage the internal audit of the Council's financial and procedural issues.

Yours sincerely,

Town Clerk & RFO
7th October *2026*

AGENDA

1. **To receive apologies and approve reasons for absence.**

2. **To receive any declarations of interests and consider requests for dispensations.**

3. **Minutes**
   - **3.1. 8th September** - To receive the notes of the inquorate Budgets & Governance Committee meeting held on the 8th September 2026. *(Paper circulated).*
   - **3.2. 14th July** - To receive the minutes of the Budgets and Governance Committee meeting held on the 14th July, as approved at Full Council on the 8th September 2026. *(Paper circulated).*

4. **Wetherby Town Council Payments –** To check a sample of payments for the period the ***10th September 2026 to 13th October 2026***. ***(Paper circulated).***

5. **Wetherby Town Council Receipts –** To check a sample of receipts as shown on the Council's most recent bank statement during the period the ***10th September 2026 to 13th October 2026 (Paper circulated).***

6. **Multi use card payments –** To check a sample of payments made with the multi-use debit card between the ***10th September 2026 to 13th October 2026 (Paper circulated).***

7. **Bank Reconciliations –** To conduct a check of the Council's cashbooks and corresponding bank statements to ***30th September 2026 (Paper circulated).***

8. **Budget Comparison -** to review and consider the budget comparison report for Wetherby Town Council to ***30th September 2026 (Paper circulated).***

9. **Town Hall CIO Payments –** To check a sample of payments for the period the ***10th September 2026 to 13th October 2026 (Paper circulated).***

10. **Town Hall CIO Receipts –** To check a sample of receipts received as shown on the Town Hall CIO bank statements during the period from the ***10th September 2026 to 13th October 2026 (Paper circulated).***

WETHERBY TOWN COUNCIL
BUDGETS & GOVERNANCE COMMITTEE
MEETING AGENDA

11. **Town Hall CIO Bank Reconciliations –** To conduct a check of the Town Hall CIO's cashbooks and corresponding bank statements to **30 September 2026.** ***(Paper circulated)***

12. **Budget Comparison -** to review and consider the budget comparison report for the Town Hall CIO to ***30th September 2026 (Paper circulated).***

13. **To discuss the process for the budget preparation for 2027/2028.**

14. **Wetherby Now** – To note and approve revised distribution dates and submission deadlines. To consider committing to three issues covering November 2026 to March 2027.
(Paper circulated).

15. **Next meeting –** To be held on the 10th November 2026

Councillors must declare any interests on specific agenda items and these interests will be noted in the minutes. They must disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. They must also declare any other significant interests which they wish to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.
Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol and code of practice for the use of recordings by third parties is available from the Town Clerk.

The Town Hall
Market Place
Wetherby
West Yorkshire
LS22 6NE

Tel: (01937) 583584

Email: admin@wetherby.co.uk
Website: wetherbytowncouncil.gov.uk