

PATCHWAY TOWN COUNCIL

**Minutes of the meeting of the Finance Committee held on 5 October
2010 at Callicroft House, Rodway Road, Patchway**

Present: Cllr. E. Gordon (in the Chair)
L. Gray
P. Cottrell
Mrs L. Hodder
Mrs E. Martin (arrived late)
B. Hopkinson
M. Grotzke

1. APOLOGIES

Apologies for absence were received from Cllr. K. Dando

2. DECLARATIONS OF INTEREST

The Chairman asked members to declare their interest in any matter raised during the meeting. It was noted that the Clerk must also declare her interest in any matter discussed.

3. MINUTES

The Minutes of the meeting held on 7 September, which had been circulated, were agreed as a correct record.

4. MATTERS ARISING FROM THE MINUTES

a) Patchway Community Association

The Committee noted that a reminder letter asking for the audited accounts had been sent as agreed.

There was a discussion on the interest of Cllr. Orpen in any decisions relating to the Community Association, since she was the Chairman. The Chairman stated that he would be very careful that the regulations were adhered to and that Cllr. Orpen would have to leave the room when any decisions concerning Patchway Community Association were being discussed and made.

- b) Coniston Community Association
The Committee was pleased to note that a copy of the Association's insurance policy had been obtained and that the cover was adequate.
- c) Patchway Sports & Social Club
It was noted that the Council's solicitor had written to the Club to recover the debt of the loan made to the Club in 2009 and that a reply was awaited. It was hoped that a meeting with the Club's Trustees would be arranged shortly. It was noted that the Club was now up to date with their ground rent payments.

5. CURRENT FINANCIAL POSITION

The Committee noted that the bank balances at today's date were:

Current account:	£1,000.00
Business Reserve account:	£342,684.70
Capital Reserve account:	£127,583.37

6. MONTHLY SUMMARY OF EXPENDITURE

The Committee noted the summary of expenditure for the months of August and September.

7. GRANT APPLICATIONS

The Committee considered applications from the following organisations and agreed grants:

Patchway Conservation Group: £1,000

The Clerk declared her interest

Patchway Twinning Association: £400

Cllrs Gray, Martin and the Clerk declared their interest

Coniston Community Association: £6,000

Cllrs Gray, Grotzke and the Clerk declared their interest

Victim Support: £300

Cllr. Gordon declared his interest

Patchway Senior Citizens Club: £500

Patchway Day Centre for the Elderly: £500
The Clerk declared her interest

No grant was given to the Severn Area Rescue Association.

Those who declared an interest in these applications took no part in the discussion or voting.

8. OTHER MATTERS

- a) Lottery payments for Coniston Community Centre
The Committee was pleased to hear that the first capital payment claim had been agreed in the sum of £77,314.33.
The Lottery had asked for confirmation that any shortfall in the Contingency for the project would be covered by the Town Council and it was agreed unanimously to recommend this to the Council. It was noted that a large amount of the contingency of £49,000 had been allocated to changes to the courtyard between the building and the Labour Club following a further meeting.
- b) Shelter
The Committee noted that whereas Shelter had lost its contract for housing advice and would cease to operate at the end of October, the Mortgage Arrears Section of Shelter would take over the use of the office at Callicroft House until it moved to the new Coniston building next spring.
- c) Budgeting
It was noted that the next meeting would discuss a budget for the next financial year. Information from SGC on the minimum cost of the 2011 election was noted.
- d) Twinning Reception
It was agreed that a letter of thanks should be sent to Annette Morgan for her great assistance at the twinning function at Callicroft House during the Clerk's absence on leave.

9. DATE OF NEXT MEETING

It was noted that the next meeting of the Finance Committee would be held on Tuesday 2 November at 7.30 p.m. This would be the budgeting meeting.