

PATCHWAY TOWN COUNCIL

**Minutes of the Finance Committee held on 1 November 2011 at Callicroft House, Rodway Road, Patchway**

Present: Cllr. E. Gordon JP (in the Chair)  
M. Grotzke  
C. Mills  
P. Cottrell  
S. Scott  
K. Walker  
D. Tiley  
J. Moore

**2. Apologies**

Apologies for absence were received from Cllr. Thorne.

**3. Declarations of Interest**

The Chairman asked any members having an interest in a matter to be discussed in the meeting to declare it at the appropriate time.

The Chairman read guidance to the Committee on the respective roles of the Clerk and Councillors.

**4. Minutes**

The minutes of the meeting held on 4 October were agreed as a correct record and signed by the Chairman.

**4. Matters arising from the Minutes**

- a) Patchway Community Centre  
The Committee noted that the meeting with Patchway Community Association and the Day Centre for the Elderly (Casson Centre) would be held on Friday 11 November at 3 p.m.
- b) Boiler servicing  
The Committee noted that the arrangements had been made for a British Gas contract as agreed at the last meeting.
- c) Sheltered Housing  
A date would be set for the meeting with Merlin on either 2<sup>nd</sup> or 9<sup>th</sup> December at 3 p.m., which was convenient to Cllr. Orpen.

## **5. Current financial position**

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

Current account:	£674.36
Business Reserve account:	£293,797.23

## **6. Monthly summary of expenditure**

The Committee noted the summary of expenditure for the month of October. It was agreed to transfer funds from contingencies to cover unexpected expenditure on utility bills relating to the previous year which had not been issued by British Gas.

## **7. Grant applications**

The following grant applications were agreed:

Patchway Community Sports Association (towards expenses of Champions Evening)	£150
Coniston Community Association (use of electricity by Council's building contractors) The Council would seek to recover this cost from the builders through the Project Manager.	£5,000
Patchway Senior Citizens Club	£500
South Glos. Citizens Advice Bureau	£375

There was a discussion on the final date for the payment of grants each year and it was noted that the Council had previously agreed that all applications, except emergency grants, should be requested by October. It was suggested that in future, a reminder of this date should be sent to those community groups regularly supported by the Council.

It was noted that there were still a number of groups which had not applied this year but the following resolution was passed 4-4 with the Chairman using his casting vote in favour: The grant period is over at the end of October but the Council would still consider a grant if the need is urgent.

## **8. Other financial or urgent matters**

### Blakeney Road Allotments

The Clerk informed Councillors that this group would be applying for substantial funding in the next financial year towards the cost of a community room, kitchen and WCs for the allotment site. The group had already received a grant of £2,000 from SGC towards ground works.

### Southern Brooks Community Partnership

Cllr. Scott agreed to represent the Council at a meeting to discuss opportunities for funding for SBCP to combat anti-social behaviour in new housing developments.

### Inventory of play equipment at Patchway Common Pavilion

The Committee noted that Children's Playlink had supplied an inventory of the equipment remaining in the Pavilion when Flying Start Pre-School Group closed due to fraud. This equipment, valued at £6,455 had been claimed by the Council in lieu of unpaid rent and had been gifted to the new Playdays Pre-School Group.

### Audited Accounts

The Committee was pleased to note the External Auditor's Report on the Council's accounts for the year ended 31.3.11:

"On the basis of our review, in our opinion the information contained in the annual return is in accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

### Community Sports Awards

The organisers of this event on Sunday 13 November at 7 p.m. at the Sports & Social Club had invited Councillors to attend and have a table for the evening. The Clerk would notify Councillors whether partners were also invited. It was noted that at least ten local sports clubs would be receiving awards and a buffet would be served.

### Street Lights

Cllr. Grotzke raised problems he was having with Street Care repairing a street light.

**9. Date of next meeting**

It was noted that the next meeting would be held on Tuesday 6 December. This would be the budget meeting and the Clerk gave each member a copy of the previous year's correspondence from SGC on this matter as background information.