

PATCHWAY TOWN COUNCIL

**Minutes of the Finance Committee held on 3 April 2012 at Callicroft House, Rodway Road, Patchway**

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

In attendance: Mrs L. Hamid  
M. Winter

**1. SGC Children & Young People's Review**

The Chairman introduced Julie Close from Southern Brooks Community Partnership who showed a presentation from SGC on the review which was currently under consultation. This had been presented by Therese Gillespie, Head of CYP Services, to partner organisations last month.

It was pointed out that SGC needed to save £43m over 3 years and planned to save £13.3m through this review of services for children and young people.

The following proposals were highlighted:

- Children's Centres would only be retained in Priority Neighbourhoods but that these Centres would have to offer services to disadvantaged children in other areas.
- Youth services would be targeted at young people at risk of poor outcomes rather than providing facilities for all young people. SGC wishes to work with "partner organisations" to provide this wider service.
- The importance of Family Support work had been recognised for children and young people.

Julie stated that the consultation was open until 25 May and SGC was looking at two options for implementation of the above proposals, either to keep them "in house" or to contract them out to another organisation. SBCP was hoping that a third option could be for local consortia to take on the services in particular areas, e.g. SBCP would be interested in working in partnership with Patchway Town Council and schools to tender for the work in Patchway. This would fit in with the government's Localism Agenda to involve local

communities in local services and suggested that such a bid would be hard for SGC to reject.

There was some discussion about the cost of running Patchway Youth Centre, which SGC had stated currently cost £30,000 p.a. without the cost of staff, and whether youth provision could be provided at another venue more economically.

Julie suggested that Councillors should access the consultation document on the SGC website. It was noted that the summary had already been circulated.

The Chairman thanked Julie for her presentation and she then left the meeting.

## **2. Apologies**

Apologies for absence were received from Cllr. Hopkinson.

## **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.

Cllrs. Orpen and Scott declared an interest as representatives on the Executive Committee of Patchway Community Association.

## **4. Minutes**

The minutes of the meetings held on 6 March 2012 were agreed as a correct record and signed by the Chairman. Proposed K. Walker, seconded S. Scott.

## **5. Matters arising from the Minutes**

### **a) Reducing Isolation & Loneliness Grant**

Before leaving the meeting, Julie Close had reported that Southern Brooks Community Partnership had been awarded £13,000 from SGC Community Care and Housing to employ a part-time worker for a year to survey existing older people's groups as well as those who do not attend existing groups and look at the feasibility of providing new activities at the Casson Centre. SBCP would be interviewing for a worker this week and would like to work with the Town Council and older people to develop this work. It was suggested that an IT club would be popular.

- b) Garage extension at Scott Park  
 The Chairman apologised that a stage payment had been missed off the list of costings for the garage extension on which he had reported at the last meeting.  
 The project had now been completed and all Councillors were invited to view the garage and the second-hand truck which had been purchased. The garage at Scott Park would be open before the Parks Committee.
- c) SG Audit Review  
 It was noted that the auditor would be in the office for two days this week and that the charge, already agreed, was five days' work at £250, making a total of £1,250.
- d) Accounting software  
 The Clerk would check with the SG auditor whether the RBS software discussed at the last meeting was recommended for the Council to introduce.
- e) Merlin consultation  
 The Committee agreed with the Chairman that the three SG Councillors were to be congratulated on their campaign to stop the closure of Langdale and Charlton Courts which had been successful. Cllr. Orpen reported that Langdale Court was to be converted into 1 bedroomed flats and there would be no change at Charlton Court. The work at Langdale would start in 18 months, take 5 years to complete and would result in the loss of only four bed sits.

## 6. Current financial position

The Committee noted the financial position at the end of the financial year:

Business Reserve a/c	£100,227.47	
Current a/c	£1,000.00	£101,227.47
Less cheques signed before end of FY but not cleared		£21,546.95
		-----
c/f at 1.4.12		£78,680.52
This includes £10,000 for Coniston development so the actual balance is		£68,680.52
From this amount £25,000 was agreed as a carry forward and included in the budget for 2012-13, which leaves available as a reserve.		<u>£43,000.00</u>

The Committee was very pleased to note this financial position and Cllr. Walker asked for the thanks of the committee to the office staff for ensuring a good outcome to be minuted.

**7. Advice from Bank Manager on bank accounts**

The Committee noted that the Bank Manager had advised the Council that, in order to gain the maximum interest on funds held, the Business Reserve account should be closed and a Direct Reserve account opened for the main balance. This attracted 1% interest as opposed to the 0.05% payable on the Business Reserve. He also recommended that a sum of, say £25,000, could be put in a Fixed Rate Deposit, currently attracting 1.8% for a six month fixed term.

The Committee agreed unanimously to accept the Bank Manager's advice on this matter. Proposed K. Walker, seconded J. Moore.

**8. Monthly summary of expenditure**

The Committee noted the summary of expenditure for the month of March and also the income and expenditure accounts for the same period. The Deputy Clerk presented the figures and answered questions on both documents.

**9. Meeting with Patchway Community Association**

The Committee noted the minutes of the meeting with representatives of the Community Association on 21 March. The Chairman reported that it had been a very positive meeting and that, if SGC accepted the proposals discussed, there was a way forward to progress the plans to rebuild the community centre. He asked all Councillors to treat all information on this project as confidential until confirmation on funding from SGC was received.

The Committee unanimously agreed, proposed J. Moore, seconded M. Grotzke, to recommend to Council that Dominic Taylor and Frank Lyons should be appointed as architects and that one quarter of the fees of 7% of the contract sum, which would cover preparation of the brief and the planning application, should be paid by the Council on the condition that SGC agreed to the funding for the project. It was likely that this would amount to £17,500. It was hoped that more information would be available for the next meeting. Cllr. Scott, who had declared his interest, took no part in the discussion or voting.

**10. Other financial & urgent matters**

a) Precept

The Chairman stated that, compared with many other councils in South Gloucestershire, Patchway's increase in Precept had been very small.

b) Shellmor Avenue

Cllr. Orpen stated that the consultation on Shellmor Avenue had now opened and would give residents of Stoke Lane an opportunity to express their views. Councillors expressed surprised that Stoke Gifford Parish Council had featured this consultation on their website.

c) Personnel Meeting

It was agreed that a meeting of the committee should be held on Thursday 12 April at 2 p.m.

d) Grant application

An emergency grant application had been received from Southern Brooks Community Partnership for a £1,000 contribution towards the costs of a visit to Gauting for the twinning 10<sup>th</sup> anniversary in May by two young people and two youth workers. It was noted that Almondsbury Charity had already agreed a grant of £600. It was unanimously agreed, proposed D. Tiley, seconded E. Gordon, that the grant should be made unless the amount could be secured from another source. The Committee asked that the group should attend a future meeting of the Council to report on the visit.

e) Fire Safety Risk Assessments

The Committee noted that assessments were required for each of the Council's buildings. The Clerk had obtained a quotation of £180 per building from a fire protection company. It was suggested that an approach should be made to the Fire Station for this service.

f) Almondsbury Joint Burial Committee

The Committee noted that the Precept for the Burial Committee for the new financial year was £1,100.

g) Rodway Road shops

A draft leaflet for the shopkeepers in Rodway Road was circulated for interest and it was agreed that the sub-group looking at this project (Cllrs. Scott, Gordon and Mills) would meet at 3 p.m. on 12 April to finalise it and discuss progress. A meeting for shopkeepers had been arranged at the office for Wednesday 25 April from 4-6 p.m.

**11. Date of next meeting**

It was noted that the next meeting would be held on Tuesday 1 May at 7.30 p.m.