

PATCHWAY TOWN COUNCIL

Minutes of the Finance Committee held on 6 November 2012 at Callicroft House, Rodway Road, Patchway

Present: Cllr. C. Mills (in the Chair)
M. Grotzke
A. Alsop
J. Moore
S. Scott
E. Gordon
P. Cottrell
Mrs E. Orpen
K. Walker

In attendance: Mrs L. Hamid
Mr. M. Winter

1. Apologies

Apologies for absence were received from Cllr. Tiley.
It was agreed that apologies should only be recorded from committee members.

2. 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.

3. Minutes

The minutes of the meeting held on 2 October were agreed as a correct record, proposed Cllr. Alsop, seconded Cllr. Scott, and signed by the Chairman.

4. Matters arising

a) Patchway Community Centre

The Committee noted that a meeting had been held with the pre-school group, their advisers and the architects. The meeting noted that the current legislation for space had been taken into consideration in the design of a 42 place nursery and that this would accommodate 84 children on a part-time basis.

A subsequent meeting had been held with a SGC officer dealing with

the provision of community space and it was hoped that agreement for the project would be agreed shortly. The Chairman stressed that, in the meantime, all information on the project must remain confidential.

b) Skateboard Area

The Committee noted the decision taken at Council that the resurfacing of the skateboard area should be delayed until the weather was suitable.

c) Responsible dog owners scheme

Further to the suggestion made at the last meeting, information on "Green Dog Walkers" was circulated. It was agreed to refer this item to the Council meeting with a recommendation that contact should be made with the SGC Dog Warden to discuss the development of such a scheme in Patchway.

d) Signs

The Clerk was asked to obtain prices for replacing old signage such as for Scott Park and The Tumps and for creating new Keep Patchway Tidy signs so that this matter could be considered at the next meeting.

e) Honorary Freemen

The Committee decided that the ceremony should be held at Callicroft House on Thursday 13 December. The Clerk was obtaining information for the citations and would prepare a certificate for each Freeman. It was hoped to invite representatives of the local organisations with which the Freemen had been involved.

f) Personnel Committee

It was agreed to hold a meeting of the Personnel Committee on Thursday 13 November at 10.30 a.m. at the office to discuss Councillors' travelling expenses and long-term sickness of staff.

g) Firework Display

The Committee noted that the firework display had been held on 2 November although the field had been water-logged and vehicles had been diverted to the car park of the BMX track. A copy of the risk assessment and insurance cover had been received from the Community Association.

5. Scott Park Car Park Repairs

The Chairman reported that, prior to the meeting, an informal meeting had been held with the Chairman and Secretary of Patchway Sports & Social Club concerning the quotation which the Council had accepted for repairs to the

approach road to the car park. Cllr. Grotzke declared his interest as a Trustee of the Club.

The representatives of the Club wished the Council to consider a further quotation which had been submitted by a contractor known to them. In order to ensure that a satisfactory standard of work was carried out to repair the pot holes in this road, it was agreed to ask the Highways engineers of SGC to inspect the site and make recommendations on the specification of the work required.

It was noted that no work could be carried out until the problem of flooding at the entrance to the car park had been rectified by a modification of the soak away drain to connect it to a nearby storm drain. The Clerk had requested a price for this work from a drainage company.

6. Current financial position

The Committee noted the financial position at today's date:

Business Reserve a/c	£295,101.27
Current a/c	£350.00
New deposit a/c	£25,000.00

7. Monthly summary of expenditure

The Committee noted and agreed the summary of expenditure for the month of October and also the income and expenditure accounts for the same period.

8. Policy for Financial Risk Management

The Committee agreed unanimously to adopt the policy drawn up by the sub-committee, the text of which was circulated and is attached to the minutes for reference.

9. Grant applications

The following applications were agreed on the proposal of Cllr. Walker seconded by Cllr Orpen:

Bristol BMX Club £500

(Cllr. Alsop declared his interest as he was advising the Club on a future lighting scheme)

Volunteer Centre for Patchway, Filton & the Stokes £1,000
(Cllr. Gordon declared his interest as a committee member)

Old Patchway Pensioners Club (at North Patchway Hall) £500

Stoke Lodge Neighbourhood Watch £250
(Cllr. Alsop declared his interest as a committee member)

There was a discussion on the application from Bristol Playbus for £2,000 to run a wellbeing project for women at the travellers site with crèche. It was agreed on the proposal of Cllr. Walker seconded by Cllr. Grotzke to make a grant of £500 on the grounds that the Grants Budget had now been used up for this financial year, but to advise the applicant that they could apply again after April.

10. Other financial & urgent matters

a) Racist Incidents at The Parade

The Committee was very sorry to note that the latest incident had been featured on the front page of the Evening Post and condemned the actions reported. Cllr. Gordon had spoken to Police Inspector Evely, who had offered to speak at the Council meeting the following week and this was welcomed by the meeting. It was noted that other shop keepers on The Parade would like to attend a meeting on the situation and had suggested the time of 5-7pm any day.

The Chairman suggested that the Council should offer any possible assistance in improving the CCTV coverage of the targeted shop and this was supported by the committee but it was agreed not to take any decisions until the meeting with the police. It was noted that the police were holding a special meeting with SARI (Support Against Racist Incidents) this week on how to improve the situation for the family involved.

b) Declaration Against Racism

A copy of the declaration which had been adopted by each Council since 2005 was circulated and it was agreed that this should be on the agenda of the Council meeting to be adopted and signed by all Councillors. It was suggested that this declaration should be widely displayed in Patchway.

c) Financial Regulations

A copy of the current Financial Regulations adopted in 2006 were given to each Member to read through before the next meeting. This document had to be agreed again with any amendments each year and

the agreement reported to the Audit Commission.

d) Southern Brooks Community Partnership

It was noted that SBCP representatives would be speaking at the Council meeting to report on their current youth and community work. It was also noted that a request would be made for the Council to agree to give a three year service level agreement to SBCP to ensure their financial sustainability.

e) Highwood Road

Councillors were unhappy about the unclear signage in connection with the road closure which was still being ignored or misunderstood by motorists. The Clerk had raised the issue again with SGC and Cllr. Orpen said she proposed to raise it at a forthcoming SG meeting.

f) Financial matters

The Deputy Clerk drew Councillors' attention to two matters: the price of the maintenance contract for boilers was being increased next year by British Gas by 24% and 3 football clubs using the pitches had closed down owing money to the Council. Action would be taken on both matters.

11. Date of next meeting

It was noted that the next meeting would be held on Tuesday 4 December at 7.30 p.m.