

PATCHWAY TOWN COUNCIL

**Minutes of the Finance Committee held on 3 December 2013 at Callicroft House, Rodway Road, Patchway**

Present: Cllrs. Mrs E. Orpen (in the Chair)  
P. Cottrell  
S. Scott  
M. Greensword  
K. Walker  
A. Alsop

In attendance: Mrs L. Hamid  
Miss M. Crump

**1. Welcome & Apologies**

Apologies for absence were received from Cllrs. Mills and Grotzke. Councillors were reminded that they must make their own apologies to the office and not through other Councillors.

**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. When there was a conflict of interest in a meeting the person would be asked to leave the meeting during discussion and voting.

**3. Minutes**

The minutes of the meeting held on 5 November were proposed by Cllr. Cottrell, seconded by Cllr. Greensword, agreed as a correct record and signed by the Chairman.

**4. Matters arising from the minutes**

a) Local Government Pension Scheme

The information given at the last meeting was revised to note that, following a revaluation of the scheme, contribution rates and deficit payments for employers would rise from April 2014. For Patchway Town Council the contribution would be 13%, rising each year to 16.2% of the payroll and also the deficit recovery payment of £6,500 per annum.

This increase would be incorporated into the budget for the next financial year.

b) Others matters arising

The Clerk reported on the other items discussed under item 7 of the minutes, all of which were in hand.

**5. Current financial position**

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

Business Reserve a/c	£303,716.51
Current a/c	£750.00
Savings Bond	£25,000.00

**6. Monthly summary of expenditure**

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

**7. Grant applications**

Two grants were deferred at the last meeting for more information on the number of Patchway residents helped by the organisations: Relate and Patchway & the Stokes Volunteer Centre.

Information had been received from Relate and the Committee agreed a grant of £400. Following agreement of this grant, the Committee noted that the balance in the grants budget was £200.

No information had been received from the Volunteer Centre.

A request for funding had been received from Four Towns & Vale Link Community Transport and it was agreed to make a grant of the budgeted amount of £8,000 to this group.

An application had been received from Patchway Community Association for £200 for a banner but it was agreed that this amount could be claimed through the maintenance grant.

**8. Preliminary discussion of budget for 2014-15**

The Committee discussed the budgets under various headings and noted the proposed budgets from the Parks & Open Spaces Committee.

There was no decision on an amount for the Community Centre Development Fund.

It was noted that the Clerk had received information from SGC that a decision on Local Council Tax Support Grants would be taken by the Policy & Resources Committee on 16 December but that the Finance Officer was assuming that the same system would operate for 2014-15 as for 2013-14.

The Committee agreed that a further discussion on the budget and precept would be held at the next meeting in January when more information would be available. The preliminary draft of the budget is attached to these minutes.

## **9. Other Financial Matters**

### a) IT support contract

The Committee agreed on a support contract with Ionet Systems Ltd. for the sum of £600 p.a.

### b) Repairs to Casson Centre

The Committee agreed to accept a quotation of £590 to replace the coping stones on a waterproof mix along the parapet wall over two of the windows in the Casson Centre to relieve a damp problem in the outside wall.

The Committee noted that the walls of the main hall had been painted by volunteers and that the ceilings and other rooms would be completed by a decorator in January as there was considerable work in filling cracks and making good the walls.

### c) Living wage

The Committee was pleased to note that the hourly rate National Minimum Wage was £6.31, the Living Wage was £7.65 and the minimum rate paid by the Town Council was £8.14.

### d) Travelling expenses

The Committee agreed to refund the travelling costs for a volunteer Groundsman who lived in Woodhouse Down at the rate of an outer zone weekly bus ticket which cost £22.

## **10. Date of next meeting**

It was noted that the next meeting would be held on Tuesday 7 January 2014 at 7.30 p.m.