

PATCHWAY TOWN COUNCIL

**Minutes of the Finance Committee held on 4 November 2014 at
Callicroft House, Rodway Road, Patchway**

Present: Cllrs. C. Mills (in the Chair
M. Grotzke
Mrs E. Orpen
P. Cottrell
M. Greensword
Mrs E. Martin
A. Alsop
S. Scott
K. Walker
E. Gordon

In attendance: Mrs L. Hamid
Mr. B. Wallace

1. Apologies

There were no apologies for absence.

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 7 October were proposed by Cllr. Martin, seconded by Cllr. Scott, agreed as a correct record and signed by the Chairman.

4. Matters arising from the minutes

- a) Vision for Patchway Town Centre
Cllr. Mills introduced a document which was circulated to all Councillors, entitled "Collaboration Business Plan for Patchway Town Centre Vision." He explained that the Vision had been adopted by the

Council several months ago and that the next step was to plan how to deliver it and the document would be on the agenda for the Council meeting for adoption. The proposals were confidential at present and Councillors were asked to respect this.

It was agreed that it would be helpful if George Grace, the consultant employed by the Council to advise on the implementation of the Vision, could explain the provisions of the plan before the Council meeting and answer questions so that Councillors would be able to agree it. The Clerk was asked to arrange this.

As the Vision document was to be presented to a SGC committee of which he was a member, Cllr. Scott withdrew from the meeting during this discussion.

b) Paths in Scott Park & Parking Strips in Hempton Lane

The Committee was noted that the work to construct 3 parking strips in Hempton Lane had been carried out successfully but that a date to commence the path work in Scott Park was still awaited from SGC.

c) Football Club pitch fees

The Deputy Clerk reported some progress on the collection of outstanding pitch fees from last season.

5. Current financial position

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

Current a/c	£1,000.00
Business Reserve a/c	£435,048.29
Capital Reserve a/c	£50,041.79

6. 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.

It was agreed to transfer the sum of £3,900 from Contingencies to cover the expenditure on the Open Spaces budget for the moving of the zip wire at Gorse Covert to a safer position. This work had been agreed in November 2013.

7. Grants

The Committee agreed the following grants:

Four Towns & Vale Link Community Transport	£8,000
Stoke Lodge Neighbourhood Watch	£200
Patchway People	£2,500
Playbus health sessions for travellers site	£500
Old Patchway Pensioners Club	£300
Patchway Conservation Group (The Clerk declared an interest)	£1,000
The Fold Coffee Shop	£250
2 nd Patchway Scout Group	£800
Bristol BMX Club	£500
Incredible Kids (Cllr. Mills declared an interest)	£500
North Patchway Hall	£5,000
Patchway Watercolourists	£500
Patchway Day Centre for the Elderly	£150
Little Rainbows Pre-School	£350

It was suggested that the Council could adopt a system in the next financial year whereby grant applications would only be considered twice a year. The Committee agreed to consider this proposal at a future meeting.

8. Other financial or urgent matters

a) Playdays Pre-School Group

This group, meeting at Patchway Common Pavilion, had given notice that it would close at the end of this term due to financial problems. The group currently owed the Council £1,460 rent and intended to sell its equipment to raise funds. It was agreed to invite representatives of the group to meet Councillors to discuss this situation.

- b) Financial Regulations
Copies of the current Financial Regulations and new Financial Regulations recommended by NALC were given to Councillors and it was agreed to consider this matter at a future meeting.
- c) Street Life
The Committee noted a letter of thanks from the Edge Church for the use of the Casson Centre kitchen during the summer for the preparation of meals for homeless people. The church had now found alternative facilities.
- d) Southern Brooks Area Forum
Agendas for the SGC Area Forum meeting on 18 November were circulated for information.
- e) Dust mat contract for Patchway Common Pavilion
The Committee noted that this contract with PHS ran until October 2016 and there would be a cost to terminate it early. It was agreed to refer this matter to SGC for advice as this building would pass to Stoke Lodge in April 2015.
- f) Computer upgrade
The Council's IT contractor had recommended upgrading the email system at a cost of £250. The Committee asked for an alternative system to be explored before this work was carried out.

9. Date of next meeting

It was noted that the next meeting would be held on Tuesday 2 December 2014 at 7.30 p.m.