

PATCHWAY TOWN COUNCIL

**Minutes of the Finance Committee held on 6 October 2015 at
Callicroft House, Rodway Road, Patchway**

Present: Cllrs. K. Dando (in the Chair)
P. Cottrell
Mrs Bathe-Taylor
J. Butler
R. Loveridge
Mrs E. Martin
E. Gordon

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

1. Apologies

Apologies for absence were received from Cllrs. Grotzke, Mills and Mrs E. Orpen.

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 1 September were approved as a correct record and signed by the Chairman.

4. Matters arising from the minutes

a) Grants

It was noted that the Council had overturned the decision of the Finance Committee on procedures for grant application and had agreed that a special meeting should be held to discuss the award of grants and revise the guidelines. Cllr. Cottrell stated that he had read the current guidelines and considered that they were fit for purpose, but the

Chairman stated that any discussion on this matter should be held at the special meeting and not at this meeting and suggested that a date for this meeting should be arranged at the Council meeting.

It was noted that the last date for receiving grant applications for this financial year, except for emergencies, was the end of October.

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 | £458,114.65 |
| Capital Reserve a/c | £56,558.77 |

It was noted that the second half of the Precept had been received from SGC.

6. Monthly summary of expenditure

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

7. Grant applications

There were no applications for grants to be considered.

8. Audit of Council's accounts

The Committee noted the Audit Report for the financial year ended 31 March 2015 which had been returned by the accountants appointed by the Audit Commission, Grant Thornton. The Committee was pleased to note the report as follows: "On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

The Chairman suggested that this report should be posted on the Council's website and this was agreed.

The auditor had noted that one of the payments to the Public Works Loan Board had not been included in the return although the payment had been taken by Direct Debit. This figure would be corrected in this year's return.

9. SGC Consultation on Special Expenses system and LCTR Support Grants to local councils from 2016-17

The Chairman suggested that this matter was referred to the full Council meeting so that Members would have an opportunity to read the papers and this was agreed.

10. Other financial or urgent matters

a) Equalities Training

It was agreed that two sessions of training should be provided which were compulsory for Councillors to attend. These would be from 6-7.30 pm before the November and December Council meetings.

b) Potential Changes to Youth Service Funding

The Committee noted information from SGC on consultation on a reduction in funding for youth centres for the next financial year. This would affect the funds for SBCP to run Patchway Youth Centre.

c) Bus shelter for Highwood Road at junction with Durban

The Planning & Transport Committee had requested the Finance Committee to vire funds to enable a bus shelter to be installed at this stop as it had been established that this would not be covered by the Metrobus scheme and a number of requests from residents had been received.

The Committee agreed to make up to £4,500 available for this project, proposed Cllr. Dando, seconded Cllr. Loveridge.

d) Disclosable Pecuniary Interests

Avon Local Councils Association had offered to run a training course for Councillors on this and other topics which would take two and a half hours. It was agreed to discuss a date for this course at 6.30 p.m. one evening when the majority of councillors were available.

11. Date of next meeting

It was noted that the next meeting would be held on Tuesday 3 November 2015 at 7.30 p.m.