

PATCHWAY TOWN COUNCIL

**Minutes of the Finance Committee held on 6 June 2017 at  
Callicroft House, Rodway Road, Patchway**

Present: Cllrs. Mrs E. Martin (in the Chair)  
K. Dando  
J. Butler  
R. Loveridge  
S. Scott  
E. Gordon

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

**1. Terrorist Attack in London**

The Chairman invited Councillors to stand in silence to remember those who had been killed, injured or bereaved by the terrorist attack at London Bridge the previous weekend. It was agreed to send a message of support to the Mayor of London on behalf of the Council.

**2. Apologies**

Apologies for absence were received from Cllrs. Orpen and Walker. The Clerk reported that she had just spoken to Cllr. Orpen who was home from hospital and recovering well. It was agreed to send flowers and good wishes from the Council.

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

**4. Minutes**

The Minutes of the meeting held on 2 May were approved as a correct record and signed by the Chairman, proposed Cllr Scott, seconded Cllr. Dando.

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

### a) Advice from NALC

In response to a query raised at the last meeting by Cllr. Butler, the response from NALC was that there is no action a Council can take to safeguard its grant against an organisation funded by the Council going into liquidation, except to satisfy itself on the financial position of the organisation prior to making a grant.

### b) Meeting of North Fringe Councils

The Clerk of Filton Town Council was awaiting dates from the Major Sites Team of SGC to set up a meeting of neighbouring councils to discuss building on the airfield and other projects with joint interest.

## **6. 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	£381,599.13
Capital Reserve a/c	£50,133.30

## **5. Monthly summary of expenditure**

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

## **6. Grant applications**

### a) Southern Brooks Community Partnerships

Ternaya Cummings, Tom Llewellyn and Pete Bright (Trustee) attended the meeting to answer questions on the application for funding for youth and community work. A number of requested documents had been provided, which had been circulated in advance.

The Clerk declared her interest in this matter as a Trustee of SBCP and left the room while this item was discussed. The Deputy Clerk took the minutes for this item.

Cllr. Butler raised a concern that as a trustee of Southern Brooks Community Partnership, the Clerk is considered as key management personnel and, as such, it could be perceived as a conflict of interests should the clerk attend any SBCP trustee meetings during Town Council

office hours. It was agreed that this was a matter for the personnel committee. Cllr Dando left the meeting as he had family commitments. The Committee agreed to pay the grants for youth and community work to Southern Brooks Community Partnerships. This was proposed by Cllr Gordon and seconded by Cllr Scott, with an amendment proposed by Cllr Butler and seconded by Cllr Loveridge, that the payments be made in quarterly instalments, to safe guard against the council funds being lost should SBCP go into administration. This was carried unanimously. The committee again thanked those attending from SBCP and praised them for the work they carried out.

**7. Other financial or urgent matters**

a) Planning application for Scott Park

Cllr. Butler suggested that a special meeting of the Parks Committee should be held before the Council in order that the progress of the new planning application could be discussed. It was agreed that a meeting would be held at 6 p.m. on Monday 12 June.

b) Charlton Hayes Residents Association

Cllr. Loveridge reported that he had spoken to Tom Llewellyn of SBCP about encouraging Charlton Hayes residents to take up the offer of the Town Council for a representative to attend certain meetings in a non-voting capacity.

c) Printing of Community Plan surveys

The Committee noted that agreement had already been given for the Council to pay for the printing of 7000 copies of the Community Plan surveys which were to be inserted in each copy of the next issue of Patchway People.

**8. Date of next meeting**

It was noted that the next meeting would be held on Tuesday 4 July 2017.