

PATCHWAY TOWN COUNCIL

**Minutes of the Finance Committee held on 7 November 2017 at  
Callicroft House, Rodway Road, Patchway**

Present: Cllrs. Mrs E. Orpen (in the Chair)  
K. Dando  
R. Loveridge

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

**1. Apologies**

Apologies for absence were received from Cllrs. Scott, Butler, Gordon and Martin.

**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 3 October were approved as a correct record and signed by the Chairman, proposed Cllr. Dando, seconded Cllr. Loveridge.

**4. 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	£462,630.07
Capital Reserve a/c	£50,135.41

**5. Monthly summary of expenditure**

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

## **6. Grant applications**

The following grant applications were unanimously agreed:

Patchway Day Centre for the Elderly	£200
Patchway Twinning Association	£500
Patchway, Filton & the Stokes Volunteer Centre	£1000
Patchway Friendship & Exercise Club	£700
Patchway Watercolourists	£700
Patchway Conservation Group	£1000

It was agreed, proposed by Cllr. Dando, seconded by Cllr. Loveridge, that Patchway Community Association's grant would be paid in full according to their request.

## **7. Other financial or urgent matters**

### a) 3 year funding for SBCP

It was agreed to refer this application to the full Council.

### b) Reprinting of Patchway Guide

It was noted that, due to additional homes occupied in Charlton Hayes, it was necessary to order an additional 1,000 copies of the Patchway Guide, which was delivered with a welcome letter to each new resident. The Committee agreed that any necessary corrections to information should be made and noted that the price from the printers was £1,817.

### c) SGC Town & Parish Charter

It was agreed that a revised version of the Town & Parish Council Charter with SGC should be circulated to Councillors so that this could be agreed at the full Council meeting. It was noted that the Council signed this Charter with SGC in 2011.

### d) Library Funding Agreement

It was agreed that each Councillor should receive a copy of the funding agreement between the Council and SGC to fund Patchway Library for 3 years, according to the terms previously agreed.

### e) Additional Car Park for Pretoria Road Allotments

The Committee agreed to make available from contingencies up to £5,000 to purchase and lay the stone for the car park which the Council had already agreed to fund in this financial year. It was noted that it was

important to carry out this work before the land became too water-logged by winter weather. Three prices for crushed stone had been obtained but the Clerk would continue to search for the best price.

f) Driver Assistance Pack

Councillors were pleased to note an information pack provided by the insurance company to give staff advice on what action to take in the event of an accident in one of the Council's vehicles.

**8. Date of next meeting**

It was noted that the next meeting would be held on Tuesday 5 December 2017.