

1 November 2018

Dear Councillor,

The next meeting of the Finance Committee will be held on Tuesday 6 November 2018 at 7.30 p.m. at Callicroft House, Rodway Road, Patchway. The agenda is given below and it is hoped that you will be able to attend. All Councillors are invited to attend this meeting.

Yours sincerely,

Town Clerk

A G E N D A

1. Presentation by Manager of Coniston Community Centre, Amelia Wheeler, on grant application made to Town Council for Community Association, Watercolour Group and Friendship & Exercise Group, as requested at last meeting
2. Apologies for absence
3. Declarations of Interest
4. Minutes of the meeting held on 2 October (circulated at Council meeting) and of the emergency meeting held on 30 October (enclosed)
5. Matters arising from the minutes:
 - a) Updated figures for October bank balance
 - b) Scott Park War Memorial installation
 - c) Upgrading security systems at Scott Park and Callicroft House
 - d) Structural survey of Patchway Community Centre
6. Current financial position
7. Monthly summary of income, expenditure and bank reconciliation
8. Introduction and demonstration of RBS accounts package

9. SGC Internal Audit Plan 2017-18:
 - To note actions on Medium Priority comments and
 - Agreement to amend the Financial Regulations as requested by the internal auditor

10. Grant applications:
 - Coniston Community Association
 - Patchway Watercolour Group
 - Friendship & Exercise Group
 - Brandon Trust
 - Patchway, Filton & the Stokes Volunteer Centre
 - Patchway Twinning Association

11. Other financial or urgent matters raised by Councillors or Clerk

12. Date of next meeting: Tuesday 4 December 2018