

PATCHWAY TOWN COUNCIL

Minutes of the Finance committee meeting held on Tuesday 14th January 2025 at 19:00
at The Lewis Gray Boardroom, Callicroft House, Patchway.

Councillors: Cllr S Scott (Vice Chair), Cllr E Gordon, Cllr J James, Cllr D Lawrence, Cllr T Scott.

In attendance: S Howard (Town Clerk), J Watkins (Deputy Clerk & RFO), Cllr R Loveridge, Cllr P Knight

Members of the Public: None

Absent: None

As the time was 19:00, the Chairman, Cllr S Scott called the meeting to order and informed all participants that the meeting would be recorded in line with The Openness of Local Government Regulations 2014 (SI2014/2095) and Patchway Town Council's protocol on the filming and recording of Town Council, Committee and Sub- Committee meetings.

14-01-2025-No 1. To receive questions from the members of the public present, with respect to business on the agenda in accordance with Standing Order 4E.

None received.

14-01-2025- No 2. To receive any apologies for absence.

Cllr K Walker (personal reasons).

14-01-2025-No 3. To receive any declarations of interest and to consider any requests for dispensations for this meeting.

Any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed.

None received.

14-01-2025-No 4. To approve the minutes of the Finance Committee held on 12th November 2024 and to note there is no Clerk/RFO's report for this committee meeting as all actions are covered within the agenda.

RESOLVED: It was agreed by a majority with one abstention to approve the minutes.

14-01-2025-No 5. To consider the summary of accounts, bank statements and bank reconciliations for November 2024 and December 2024, and quarterly expenditure report for Quarter 3 of the 2024/2025 financial year.

RESOLVED: It was unanimously agreed to approve the summary of accounts, bank statements and bank reconciliations for November 2024 and December 2024, and quarterly expenditure report for Quarter 3 of the 2024/2025 financial year.

14-01-2025-No 6. To consider and approve budget virements as follows:

- a) £10,000 from 900/9004 (New Play Equipment) to 120/4350 (Elections)
- b) £5,000 from 900/9004 (New Play Equipment) to 110/4130 (Professional Fees)

RESOLVED: It was unanimously agreed to approve the budget virements a) and b) as above.

14-01-2025-No 7. To consider the draft budget for 2025/2026 and make a full recommendation for Full Council on 21st January 2025.

- a) Centre 100 – Income
- b) Centre 110 – Establishment
- c) Centre 120 – Civic/Democratic
- d) Centre 200 – Callicroft House
- e) Centre 210 - Casson Centre

- f) Centre 220 – Burials
- g) Centre 300 – Patchway Community Centre
- h) Centre 310 – Coniston Community Centre
- i) Centre 320 – Rodway Road
- j) Centre 400 – Youth & Community
- k) Centre 410 – Grants
- l) Centre 500 – Scott Park
- m) Centre 510 – Sports and Social Club
- n) Centre 600 – Allotments
- o) Centre 700 – Tumps
- p) Centre 710 – Play Areas
- q) Centre 720 – Open Spaces
- r) Centre 800 – Street Furniture
- s) Centre 900 – Capital and Projects

The Committee reviewed the proposed 2025/2026 Budget Summary, Cost Centre line by line report, and the supporting officers report. Comments and questions raised were:

Cllr Gordon asked about projected ICT spending in 2025/2026. The RFO responded that no significant ICT expenditure was expected.

Cllr Lawrence thanked the officers and contract accountants for the time spent on developing the proposed budget.

Vice chair Cllr Scott queried the General Reserves (GR) figures on the Budget Summary Document and the Rialtas Month 9 2024/25 Balance Sheet and requested the RFO investigate the figures in advance of the meeting of the Full Council Meeting on 21st January 2025.

RESOLVED: It was unanimously agreed to progress the proposed budget to Full Council on 21st January 2025.

14-01-2025-No 8. To note that the meeting dates of the Finance Committee 2024 – 2025 will be held on:

Tuesday 8th April 2025 at 7.00pm

The Committee noted the next meeting of the Finance Committee.

The meeting was closed by the Chairman at 19.33.

