

PATCHWAY TOWN COUNCIL

Minutes of the Finance committee meeting held on Tuesday 15th March 2022 at 18:15 at Callicroft House, Patchway.

Councillors: S Scott (Chairman), R Walker, P Cottrell, B Hopkinson, and K Dando.
In attendance: Cllrs E Gordon, J Butler (19:16) and J Turner (Town Clerk and RFO).
Members of the Public: None.
Absent: None.

As the time was 18:15, the Chair, 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.

15/03/2022-No 1. To receive any questions from members of the public present.

None received.

15/03/2022-No 2. To receive the apologies for absence.

The committee noted apologies from Cllrs D Lawrence and R Loveridge. The committee noted that Cllr J Butler was subbing for Cllr R Loveridge.

15/03/2022-No 3. Declarations of Interest

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.

Cllrs K Dando and P Cottrell declared potential interest in any information regarding Patchway Sports and Social Club.

15/03/2022-No 4. To consider and approve and dispensations for this meeting.

RESOLVED: It was unanimously agreed to approve a dispensation for Cllr K Dando for any items relating to Patchway Sports and Social Club.

15/03/2022-No 5. To approve the minutes of the Finance committee on Tuesday 15th February 2022 and to note any issues.

a) To receive the Clerk/RFO's report for this committee.

RESOLVED: It was unanimously agreed to approve the minutes and to note the report. The committee noted that bank statements still had not been received from Patchway Sports and Social Club. The committee were happy to remain in contract with Smiths Waste for the skip as this was the most cost-efficient option.

15/03/2022-No 6. To receive and consider the Financial Reports for February 2022.

a) Bank Reconciliation and Bank Statements

The committee approved the reconciliation and statements.

b) Income and Expenditure Report

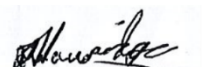
The committee noted the income report and a query was raised over the payments to Patchway Community Association. The RFO confirmed that these payments had been deducted from the contractor's project cost.

c) Monthly Summary of Accounts

The committee reviewed the summary and was noted. The RFO stated that there would be an estimated overspend of £60,000 however there were some transfers from reserves to be carried out for capital expenditure. The final position would be reviewed in April.

RESOLVED: The committee unanimously agreed to approve the financial reports.

15/03/2022-No 7. To consider the quotation of £2250 from preferred supplier, National Security Group, for locking up the gates at Scott Park from March 2022 to October 2022.



The committee noted that from the end of April 2022, the company would cease trading. An alternative option would need to be sought.

15/03/2022-No 8. To consider the quotations for the creation of the Easter activity packs.

RESOLVED: It was agreed by a majority, with two abstentions, that both quotes be rejected.

15/03/2022-No 9. To carry out a review of the Norman Scott Park Pavilion Project Account.

RESOLVED: It was unanimously agreed to note the account.

15/03/2022-No 10. To review the sponsorship rates for the 2022/2023 financial year.

The committee noted that there was no current interest in the sponsorship scheme that the Council had set up. The committee wanted to look at other options such as road-side sponsorship and play area sponsorship.

RESOLVED: It was unanimously agreed for the RFO to look into these matters and report back to the next meeting.

15/03/2022-No 11. To review any outstanding debtors for the current financial year.

RESOLVED: It was unanimously agreed to note the report and review in April 2022.

15/03/2022-No 12. To carry out a progress review of Patchway Town Council's Three Year Plan, focusing on 2021/2022:

a) Finance, Democracy and Governance.

The RFO provided an update. All items for this committee had been actioned as below and one was completed as below.

	Finance, Democracy and Governance
Timescale for Implementation	Finance Committee
2021/2022	
	Local Council Award Scheme
	Review of all Governance Documents

15/03/2022-No 13. To note that the date of the next Finance Committee meeting will be on Tuesday 5th April 2022 at 7pm.

Noted.

15/03/2022-No 14. To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations, the public and press be excluded during consideration of the following agenda items.

RESOLVED: It was unanimously agreed to exclude the public and press for the below item.

15/03/2022-No 15. To receive an update on the outstanding issues of the Patchway Community Centre Redevelopment Project.

The RFO provided an update.

RESOLVED: It was unanimously agreed to recommend to Full Council that a budget of £250,000 be allocated to negotiate with and that Cllrs J Butler and S Scott would attend the meeting with the contractor.

The meeting was closed at 18:49.

