

PATCHWAY TOWN COUNCIL

Callicroft House, Patchway, Bristol, BS34 5DQ

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4th June 2020

Dear Councillors S Scott, R Walker, J Buddharaju, K Dando, R Loveridge, E Gordon and P Cottrell,

You are summonsed to attend the next meeting of the Finance Committee to be held on Tuesday 9th June 2020 at 7pm via a virtual meeting link. The agenda is provided below.

Yours sincerely,



Town Clerk

AGENDA

[To participate in this meeting please click here](#) then enter access code 849-086-741 if prompted.

Welcome to any guests and members of the public and ensure visitors names are recorded.

1. To elect a Chairman for the Finance Committee for the ensuing year.
2. To elect a Vice-Chairman for the Finance Committee for the ensuing year.
3. To receive and decide whether to accept the apologies for absence.
4. Declarations of Interest.
5. To review the terms of reference for the Finance Committee.
6. To approve the minutes of the Finance committee on the 12th May 2020 and to note any issues.
7. To receive and consider the Financial Reports for May:
 - a) Bank Reconciliation and Bank Statements
 - b) Income Report
 - c) Expenditure Report
 - d) Monthly Summary of accounts

8. To consider the budget monitoring document and agree to review it monthly as a working document.

9. To consider the three-year budget plan and agree any actions:
 - a) Centre 110 – Establishment
 - b) Centre 120 – Civic/Democratic
 - c) Centre 200 – Callicroft House
 - d) Centre 210 – Casson Centre
 - e) Centre 220 – Burials
 - f) Centre 300 – Patchway Community Centre
 - g) Centre 310 – Coniston Community Centre
 - h) Centre 320 – Rodway Road
 - i) Centre 400 – Youth & Community
 - j) Centre 410 – Grants
 - k) Centre 900 – Capital and Projects
 - l) Centre 910 – Professional Fees

10. To note that the date of the next Finance Committee meeting will be on Tuesday 14th July 2020 at 7pm.