

# PATCHWAY TOWN COUNCIL

Callicroft House, Patchway, Bristol, BS34 5DQ

Email: [office@patchwaytowncouncil.gov.uk](mailto:office@patchwaytowncouncil.gov.uk)

Phone: 01454 868 530



12<sup>th</sup> November 2020

Dear Councillor,

You are hereby summonsed to attend the Meeting of Patchway Town Council on **Tuesday 17<sup>th</sup> November 2020 at 7pm**. The meeting will be held by virtual link and the agenda is below.

Yours sincerely,

Town Clerk

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## AGENDA

[To participate in this meeting please click here](#) then enter access code 514-213-501 when prompted.

### PUBLIC SESSION

1. To receive questions from the members of the public present.
2. To receive the apologies for absence.
3. Declarations of Interest
4. To consider and approve the minutes of the Patchway Town Council held on 20<sup>th</sup> October 2020 and to note any issues.
5. To note the minutes of the meeting of the Parks, Open Spaces, Planning and Transport committee held on 27<sup>th</sup> October 2020 and consider any recommendations:
  - a) To approve the recommendation that the Council approves the quotation from Roll and Scroll to provide the COVID-19 memorial bench at the cost of £1250.
  - b) To approve the recommendation that the Council approves the purchase of a Magnolia Tree in reference to the COVID-19 memorial.
6. To note the minutes of the meeting of the Finance Committee held on 10<sup>th</sup> November 2020 and consider any recommendations:
  - a) To approve the recommendation that the Council invests more money into the CCLA and delegates responsibility to the RFO for the transferring of funds.

7. Council Finance.
  - a) To note the current financial position of all three bank accounts
  - b) To note the Bank Reconciliation and Bank Statements for October
  - c) To note the income and expenditure reports for October
  - d) To note the monthly summary of accounts for October
  - e) To approve the expenditure report and authorise payments.
  - f) To consider a donation for the Royal British Legion and agree any actions.
8. To receive and consider the Internal Audit Report (Interim Visit) and to action the recommendations as set out by the auditor.
9. To receive and consider the quotation for the lighting report for the 3G pitch and agree any actions.
10. To consider time slots for the 3G pitch and agree any actions.
11. To consider the nominations for Patchway Town Council 'Community Awards' and agree any actions.
12. To receive any reports from South Gloucestershire Councillors, Local Organisations or Working Groups.
  - a) South Gloucestershire Councillors report on items related to Patchway.
  - b) Patchway Community Centre Redevelopment Project.
  - c) 3G and Cricket Nets Project.
  - d) The Pavilion Project.
  - e) Coniston Community Association AGM
13. To note that the next meeting will be on the 15<sup>th</sup> December 2020 at 7pm.

**CLOSED SESSION**

13. To the correspondence from Patchway Sports and Social Club with reference to their rent.
14. To receive an update on the pending issues on the lease agreement.