

## PATCHWAY TOWN COUNCIL

### Minutes of the Finance committee meeting held on 10<sup>th</sup> November 2020 at via virtual meeting link at 19:00.

<b>Councillors:</b>	S Scott (chairman), P Cottrell, R Walker, R Loveridge, K Dando and E Gordon (19:15).
<b>In attendance:</b>	J Turner (Deputy Clerk and RFO)
<b>Members of the Public:</b>	One
<b>Absent:</b>	None

#### **10/11/2020-No 1. To receive the apologies for absence.**

Apologies for absence were received from Cllr J Buddhharaju.

#### **10/11/2020-No 2. 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. There were no requests for dispensations.

#### **10/11/2020-No 3. To approve the minutes of the Finance committee on 13<sup>th</sup> October 2020 and to note any issues.**

**RESOLVED:** It was unanimously agreed to approve the minutes as a true and accurate record.

#### **10/11/2020-No 4. To receive and consider the Financial Reports for October 2020.**

##### **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 no queries were raised.

##### **c) Monthly Summary of Accounts**

**RESOLVED:** The committee unanimously agreed the financial reports. It was **further resolved** that an item should be added to Full Council to discuss the Patchway Sports and Social Club rent.

##### **d) Outstanding Payments due to the Council.**

Noted.

#### **10/11/2020-No 5. To review the budget for 2021/2022 and make any amendments necessary on the following cost centres:**

##### **a) Centre 100 – Income**

No changes were made on this cost centre.

##### **b) Centre 110 – Establishment**

It was agreed that 4200 'Broadband' should be raised from £500 to £900.

##### **c) Centre 120 – Civic/Democratic**

It was noted that the surplus in the Civic Fund should be retained as an Earmarked Reserve at year end.

##### **d) Centre 200 – Callicroft House**

No changes were made on this cost centre.

##### **e) Centre 210 - Casson Centre**

No changes were made on this cost centre.

##### **f) Centre 220 – Burials**

No changes were made on this cost centre.

##### **g) Centre 300 – Patchway Community Centre**

No changes were made on this cost centre.

##### **h) Centre 310 – Coniston Community Centre**

No changes were made on this cost centre.

**i) Centre 400 – Youth & Community**

It was agreed that 4869 ‘Youth Development’ should be raised from £10,000 to £15,000.

**j) Centre 410 – Grants**

No changes were made on this cost centre.

**k) Centre 900 – Capital and Projects**

No changes were made on this cost centre.

**l) Centre 910 – Professional Fees**

It was noted that this centre was now deleted and all the budget headings would be included into the capital and projects cost centre.

After the amendments from the Finance Committee the current precept stands at £632,766.

**10/11/2020-No 6. To consider the installation costs of installing Virgin Media Broadband at Scott Park and agree any actions.**

The Council received the quotation from Virgin Media for the ‘civils’ work and it was agreed that this was very costly. The RFO presented quotations from three different suppliers for mobile broadband from Vodafone, Three and 02.

**RESOLVED:** It was unanimously agreed that a 12 month contract at £27.50 per month should be taken out to enable the Clerk and Deputy Clerk and RFO to work effectively down Scott Park.

**10/11/2020-No 7. To consider the use of the CCLA Public Sector Deposit Fund and agree any actions.**

The RFO talked through this item. Due to the NatWest Account not bearing too much interest, the Council should seek to place more monies in into the CCLA Public Sector Deposit Fund. The RFO would retain 6 weeks of revenue expenditure in the NatWest Account with the rest being invested into the CCLA Public Sector Deposit Fund and being drawn down by the RFO when needed.

**RESOLVED:** It was unanimously agreed to recommend that Patchway Town Council invests more money into the CCLA and delegates responsibility to the RFO for the transferring of funds.

**10/11/2020-No 8. To note that the date of the next Finance Committee meeting will be on Tuesday 8th December 2020 at 7pm.**

Noted.

**The meeting was closed at 19:24.**