

PATCHWAY TOWN COUNCIL

Minutes of the Finance committee meeting held on Tuesday 10th January 2023 at 19:00 at Callicroft House, Patchway.

Councillors: R Walker (Chairman), I Walker, K Dando and D Lawrence.
In attendance: Cllr R Loveridge, Cllr P Knight, Cllr P Cottrell, J Turner (Town Clerk and RFO) and J Watkins (Deputy Town Clerk).
Members of the Public: None.
Absent: Cllr B Hopkinson.

As the time was 19:00, the Chair, Cllr R Walker 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.

10/01/2023-No 1. To receive any questions from members of the public present.

None received.

10/01/2023-No 2. To receive the apologies for absence.

The committee noted apologies from Cllr Eric Gordon and Cllr Sam Scott.

10/01/2023-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.

10/01/2023-No 4. To approve the minutes of the Finance committee on Tuesday 6th December 2022 and to receive the Clerk/RFO's report for this committee.

RESOLVED: It was unanimously agreed to approve the minutes and note the report.

10/01/2023-No 5. To receive and consider the Financial Reports for November and December 2022.

a) Bank Reconciliation and Bank Statements

The committee approved the reconciliation and statements.

b) Income and Expenditure Report

The committee noted the income and expenditure report.

c) Monthly Summary of Accounts

The committee reviewed the summary and was noted.

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

10/01/2023-No 6. To consider the budget request from the Foundation for Active Community Engagement (FACE) with relation to The Patch Youth Centre.

RESOLVED: It was unanimously agreed to write back to FACE and state that the youth centre is not within the remit of Patchway Town Council however the Council are happy to assist with any grants to help fund the youth centre as well as referring them back to South Gloucestershire Council. It was also unanimously agreed to state that the Town Council appreciates the work they are doing and will support FACE however they can.

10/01/2023 -No 7. To consider the budget proposals for the 2023/2024 financial year on the following cost centres:

a) Centre 100 – Income

No changes were made on this cost centre.



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- b) **Centre 110 – Establishment**
No changes were made on this cost centre.
- c) **Centre 120 – Civic/Democratic**
No changes were made on this cost centre.
- 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 320 – Rodway Road**
No changes were made on this cost centre.
- j) **Centre 330 – Charlton Hayes**
No changes were made on this cost centre.
- k) **Centre 340 – The Parade**
No changes were made on this cost centre.
- l) **Centre 400 – Youth & Community**
No changes were made on this cost centre.
- m) **Centre 410 – Grants**
No changes were made on this cost centre.
- n) **Centre 500 – Scott Park**
No changes were made on this cost centre. The committee noted that £20,100 had been added in to fund the new tractor under this cost centre.
- o) **Centre 510 – Sports and Social Club**
No changes were made on this cost centre.
- p) **Centre 600 – Allotments**
No changes were made on this cost centre.
- q) **Centre 700 – Tumps**
No changes were made on this cost centre.
- r) **Centre 710 – Play Areas**
No changes were made on this cost centre.
- s) **Centre 720 – Open Spaces**
No changes were made on this cost centre.
- t) **Centre 800 – Street Furniture**
No changes were made on this cost centre.



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

No changes were made on this cost centre.

The RFO stated that the budget met the needs for the Council and did allow some flexibility with regards to the next financial year. The current budget as discussed at the meeting would be an increase of £6.69 per month per household, based on an average 'Band D' household.

RESOLVED: It was unanimously agreed to recommend the adoption of this budget to Full Council. The budget can be seen below.

Patchway Town Council				(Updated 09/12/2022)	
To correct deficit over one year only - Resolved as preferred Option by Finance Committee 6/12/22 - amended					
Budget Summary			Year Ended 31st March 2024		
	2022-23		2023-24	Budget Incr/Decr	
	Projected	Budgeted (Revised)	Proposed	£	%
REVENUE EXPENDITURE					
Establishment	243,373	246,334	306,449	60,115	24.40%
Civic/Democratic	11,652	16,275	10,250	-6,025	-37.02%
Callicroft House	18,338	18,450	16,800	-1,650	-8.94%
Casson Centre	7,022	7,550	6,700	-850	-11.26%
Burials	23,755	22,125	24,154	2,029	9.17%
Patchway	0	0	0	0	
Coniston (excl Loan)	1,000	1,000	1,000	0	0.00%
Rodway Road	4,100	4,750	1,500	-3,250	-68.42%
Charlton Hayes	0	4,000	0	-4,000	-100.00%
The Parade	2,000	3,500	0	-3,500	-100.00%
Youth & Community	16,150	15,200	7,500	-7,700	-50.66%
Grants	3,000	16,000	7,500	-8,500	-53.13%
Scott Park	52,202	59,385	55,200	-4,185	-7.05%
Allotments	250	250	500	250	100.00%
Tumps	5,461	3,750	750	-3,000	-80.00%
Play Area	13,901	10,600	3,100	-7,500	-70.75%
Open Spaces Admin	20,625	21,875	26,630	4,755	21.74%
Street Furniture & Transport	1,000	1,000	500	-500	-50.00%
	423,829	452,044	468,533	16,489	3.65%
INCOME					
Interest & Income	6,000	500	7,000	6,500	
Establishment	0	0	0	0	
Civic/Democratic	0	0	0	0	
Callicroft House	400	400	500	100	
Casson Centre	1,201	1,200	2,000	800	
Burials	20,828	20,325	20,828	503	2.47%
Patchway	2	2	2	0	
Coniston	1	1	1	0	
Scott Park	34,970	22,500	53,900	31,400	
Sports & Social Club	11,840	11,840	11,840	0	
Allotments	2,500	2,500	2,500	0	
Tumps	30	30	30	0	
Open Spaces Admin	365	0	0	0	
	78,137	59,298	98,601	39,303	66.28%
NET REVENUE EXPENDITURE					
	345,692	392,746	369,932	-22,814	-5.81%
CAPITAL & PROJECT EXPENDITURE					
Coniston Loan Charges	21,757	21,757	20,939	-818	-3.76%
Pavilion Loan Charges	15,711	0	31,500	31,423	
AWJBC Loan Charges	0	0	7,800	31,423	
Capital Provision	553,692	402,140	210,100	-192,040	-47.75%
	591,160	423,897	270,339	-130,012	-30.67%
TOTAL NET EXPENDITURE					
	936,852	816,643	640,271	-152,826	-18.71%
Financed as follows					
Reserves at 1st April	125,781	149,505	5,572		
Reserves at 31st March	5,572	149,505	5,572	**	
Used to Fund Expenditure (added to Gen Rsv)	120,209	0	0		
Precept Support Grant	0	0	0	0	
Precept Required	816,643	816,643	640,271	-176,372	-21.60%
Total Taxation Funding Required	816,643	816,643	640,271	-176,372	-21.60%
	936,852	816,643	640,271	-152,826	-18.71%
ADJUSTED BASIS					
Band D Equivalents		4,203	2,332	advised	-44.52%
Precept per Band D Equivalent (£/annum)	£	194.30	£274.56	£80.26	41.31%
Precept per Band D Equivalent (p/week)		372.63	526.55	154 p	

10/01/2023-No 8. To note that the next meeting of the Finance Committee will be held on Tuesday 14th February 2023 at 7pm.

Noted.

The meeting was closed at 19:18.



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