

PATCHWAY TOWN COUNCIL

**Minutes of the Finance committee meeting held on Tuesday 14<sup>th</sup> March 2023 at 19:00 at Callicroft House, Patchway.**

**Councillors:** Cllr S Scott (Chairman), R Walker, I Walker, K Dando, E Gordon 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:** None.

As the time was 19:00, 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.

**14/03/2023-No 1. To receive any questions from members of the public present.**

None received.

**14/03/2023-No 2. To receive the apologies for absence.**

The committee noted apologies from Cllr Brian Hopkinson.

**14/03/2023-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.

**14/03/2023-No 4. To approve the minutes of the Finance committee on Tuesday 10<sup>th</sup> January 2023.**

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

**14/03/2023-No 5. To receive and consider the Financial Reports for January and February 2023.**

**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.

**14/03/2023-No 6. To consider the report on 'VAT for sports pitch hire' and the impact on future hire charges.**

The Council considered the RFO's report. After sending out the report, the Clerk and Deputy Clerk had spoke with user groups of the sports pitches stating that the hire fees were unaffordable and they would be looking to play elsewhere next season. The RFO commented that this would mean that the Council could have a large risk to their income budget next year and recommended a different pricing scheme. The committee noted that research into neighbouring Council's had been conducted and currently the Council were around £40 higher than the other council's.

**RESOLVED:** It was unanimously agreed to recommend to Full Council that Patchway Town Council set their football pitch hire rates for 2023/2024 at £100 per match for an adult team and £45 per match for an junior team, with no block booking discount.

**14/03/2023 -No 7. To consider the revised 'Grant Awarding Policy'.**

**RESOLVED:** It was unanimously agreed to recommend the adoption of this policy to Full Council.



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**14/03/2023 -No 8. To consider the report on budget risks within the current financial year.**

The committee noted the report. The financial position of the Council was a lot healthier than previously expected and this was down to the drive on income over the last two financial quarters.

**14/03/2023 -No 9. To consider the report on income streams within the current financial year.**

The committee noted the report. Income for sports hire was up on the previous year whilst room hire was down on the previous financial year.

**14/03/2023 -No 10. To consider the sponsorship rates for the 2023/2024 financial year.**

**RESOLVED:** It was unanimously agreed to recommend the adoption of these rates to Full Council.

**14/03/2023 -No 11. To consider the electricity contract for Blakeney Road Allotments and the implications this has on Patchway Town Council.**

The Clerk spoke on this item. Currently, the Council pay for a proportion of electric used and this is supplemented by £24 a quarter from Blakeney Road Allotments Association. The Clerk is in the process of getting the bill in the Council's name so that VAT can be reclaimed. With the rising costs of energy, the committee was asked to consider if they wanted to approach 'Men in Sheds', who used power tools, to contribute towards this bill.

**RESOLVED:** It was unanimously agreed to delegate authority to the RFO to negotiate the best possible deal with the two parties involved.

**14/03/2023-No 12. To note that the date of the next meeting of the Finance Committee will be determined at the Annual Meeting of Patchway Town Council held on Tuesday 16th May 2023 at 7pm.**

Noted.

The meeting was closed at 19:33.

A handwritten signature in black ink, appearing to be 'S. H.', with a long horizontal stroke extending to the right.

11/07/2023