

PATCHWAY TOWN COUNCIL

Minutes of the Finance committee meeting held on Tuesday 9th March 2021 via virtual meeting link at 19:00.

Councillors:	S Scott (chairman), P Cottrell, R Walker, R Loveridge, K Dando, and J Buddharaju.
In attendance:	J Turner (Deputy Clerk and RFO) and Cllr B Hopkinson.
Members of the Public:	Two
Absent:	Cllr E Gordon.

Cllr S Scott reminded all participants that the meeting will be recorded in line with Patchway Town Council's Protocol on the Filming and Recording of Town Council, Committee and Sub-Committee Meetings.

09/03/2021-No 1. To receive the apologies for absence.

None received.

09/03/2021-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.

09/03/2021-No 3. To consider and approve and dispensations for this meeting.

None received.

09/03/2021-No 4. To approve the minutes of the Finance committee 9th February 2021 and to note any issues.

RESOLVED: It was unanimously agreed to approve the minutes.

09/03/2021-No 5. To receive and consider the Financial Reports for February 2021.

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.

09/03/2021-No 6. To review the financial forecast for 2020/2021.

RESOLVED: It was unanimously agreed to note the forecast.

09/03/2021-No 7. To consider the RFO's Financial Report and the recommendations set out:

a) To recommend to Full Council that Patchway Town Council earmarks monies towards the Norman Scott Park Pavilion redevelopment.

RESOLVED: It was unanimously agreed to recommend to Full Council, that Patchway Town Council earmarks £200,000 from general reserves towards this project.

b) To recommend to Full Council that Patchway Town Council makes a virement of £25,000 from cost centre 110 (Establishment) to the Norman Scott Park Pavilion Budget for the financial year 2021/2022.

RESOLVED: It was unanimously agreed to recommend to Full Council, that Patchway Town Council vires £25,000 from Cost Centre 110 to Cost Centre 900, for the Norman Scott Park pavilion project.

c) To recommend to Full Council that Patchway Town Council makes a virement of £10,000 from cost centre 110 (Establishment) to New Projects Budget for the financial year 2021/2022.

RESOLVED: It was unanimously agreed to recommend to Full Council, that Patchway Town Council vires £10,000 from Cost Centre 110 to Cost Centre 900, to the New Projects budget.

09/03/2021-No 8. To consider the quotation from preferred supplier, Ecosolve, to carry out the maintenance of the football pitches for a set period of time.

RESOLVED: It was unanimously agreed to approve the quotation for two months with an option to review in May.

09/03/2021-No 9. To consider the quotation for a new door on The Casson Centre and agree any actions.

The RFO discussed this item. He had invited four companies to quote and only one followed up on their initial interest, hence why the RFO was unable to obtain three quotations.

RESOLVED: It was unanimously agreed to approve the quotation for the new door on The Casson Centre.

09/03/2021-No 10. To consider the emergency grant application and correspondence pertaining to Southern Brooks Community Partnership for Youth Work Funding.

The RFO discussed this item. The RFO advised the Council to see if they were getting value for money and to consider sanctioning an allowance of monies in proportion to this. The Chairman invited Cllr B Hopkinson to speak on the matter and he gave an overview of the situation in neighbouring parishes. Cllr J Buddharaju also echoed this and due to the vast amount of money shown on the bank statements, that the Committee should not approve this grant application.

RESOLVED: It was unanimously agreed to reject the grant application. It was further unanimously agreed to recommend to Full Council that Patchway Town Council should look at the youth work provision for Patchway in greater detail and lead on this aspect.

The committee stated that they would welcome a grant application in the new financial year.

09/03/2021-No 11. To consider the request for financial help from Bristol BMX Club pertaining to the constant use of the BMX track.

RESOLVED: It was unanimously agreed that Cllrs S Scott and R Loveridge would conduct a site visit to ascertain what the issue is. The RFO would invite the BMX Club to apply for a grant in the new financial year.

09/03/2021-No 12. To nominate a Councillor to carry out a review of internal controls for the financial year 2020/2021.

The RFO advised the committee that this had not been carried out due to COVID-19 restrictions but would be good practice for one Councillor to carry out the control checks. As no-one from the committee volunteered, the RFO would approach Cllr E Martin who had periodically signed off internal control checks in the past.

09/03/2021-No 13. To note that Patchway Town Council were now accredited as a 'Real Living Wage' employer.

The RFO stated that Patchway Town Council were accredited and this had been put onto the website. The update was noted.

09/03/2021-No 14. To note the date of the next Finance Committee meeting will be on Tuesday 13th April 2021 at 7pm.

Noted.

The meeting was closed at 19:33.