



PATCHWAY TOWN COUNCIL
Callicroft House, Patchway, Bristol, BS34 5DQ
www.patchwaytowncouncil.gov.uk

Thursday 4th November 2021 .

Dear **Cllr Sam Scott, Cllr Roland Walker, Cllr Roger Loveridge, Cllr Patrick Cottrell, Cllr Ken Dando, Cllr Brian Hopkinson and Cllr Dayley Lawrence.**

You are summonsed to attend the meeting of Patchway Town Council's Finance Committee on Tuesday 9th November 2021 at 7pm at Callicroft House, Patchway and the agenda is provided below.

Yours sincerely,

Jack Turner BA.Hons. Cert.CILCA. PSLCC.
Town Clerk and RFO

AGENDA

1. To receive any questions from members of the public present.
2. To receive any apologies for absence.
3. Declarations of Interest.
4. To consider and approve and dispensations for this meeting.
5. To approve the minutes of the Finance Committee held on Tuesday 12th October 2021.
 - a) To receive the Clerk/RFO's report for this committee.
6. To receive and consider the Financial Reports for October 2021:
 - a) Bank Reconciliation and Bank Statements.
 - b) Income and Expenditure Reports.
 - c) Monthly Summary of Accounts.
7. To consider the financial forecast for 2021-2022.
8. To review the rolling three year budget plan.
 - a) Centre 100 – Income
 - b) Centre 110 – Establishment
 - c) Centre 120 – Civic/Democratic
 - d) Centre 200 – Callicroft House
 - e) Centre 210 - Casson Centre
 - f) Centre 220 – Burials
 - g) Centre 300 – Patchway Community Centre

Patchway is Twinned with Clermont l'Herault and Gauting.





PATCHWAY TOWN COUNCIL

Callicroft House, Patchway, Bristol, BS34 5DQ

www.patchwaytowncouncil.gov.uk

- h) Centre 310 – Coniston Community Centre
 - i) Centre 320 – Rodway Road
 - j) Centre 330 – Charlton Hayes
 - k) Centre 340 – The Parade
 - l) Centre 400 – Youth & Community
 - m) Centre 410 – Grants
 - n) Centre 500 – Scott Park
 - o) Centre 510 – Sports and Social Club
 - p) Centre 600 – Allotments
 - q) Centre 700 – Tumps
 - r) Centre 710 – Play Area's
 - s) Centre 720 – Open Spaces
 - t) Centre 800 – Street Furniture
 - u) Centre 900 – Capital and Projects
9. To consider the quotation from preferred supplier, DCK Accountancy, to provide financial assistance with preparation of the monthly finances now that more information has been obtained.
10. To receive the report from the Internal Controls review carried out by Cllr R Loveridge.
11. To carry out a progress review of Patchway Town Council's Three Year Plan, focusing on 2021/2022:
 - a) Finance, Democracy and Governance.
12. To note that the next meeting of the Finance Committee will be held on Tuesday 14th December 2021.
13. **To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations, the public and press be excluded during consideration of the following agenda items.**
14. To consider the appointment of a Quantity Surveyor.
15. To review the combination of the Town Clerk and Responsible Finance Officer Role as agreed at the meeting of Patchway Town Council on 31st August 2021.

Patchway is Twinned with Clermont l'Herault and Gauting.

