

PATCHWAY TOWN COUNCIL

Minutes of the Finance committee meeting held on 14th January 2020 at Callicroft House, Rodway Road, Patchway at 19:30.

Councillors: S Scott (chairman), E Martin, P Cottrell, R Walker, T Scott, R Loveridge, K Dando, B Hopkinson
In attendance: Cllrs J Butler and I Walker, and J Turner (Deputy Clerk and RFO)
Members of the Public: None

The Chairman advised every one of the fire-exits and the mustering location at the far end of the side car park.

14/01/2020-No 1. To welcome representatives from Patchway Sports and Social Club regarding their correspondence about the meter readings for the changing rooms at Scott Park as deferred from Full Council (Minute Reference 17/12/19-No 18.a)

Cllrs R Loveridge, P Cottrell and K Dando declared an interest in the item as they were members of Patchway Sports & Social Club. The committee unanimously agreed they could stay and talk on the matter.

The chairman welcomed Doug Coles and Robert White to discuss their correspondence with the Town Council. It was agreed that the Deputy Clerk would obtain monthly meter readings for each month from the changing rooms to ascertain what the proportion of the Town Council's bills would be. A methodology of working back from 2016 from the invoices, that the club would provide, would be used to ascertain what amount the Town Council owe the club accurately ensuring to show due diligence.

RESOLVED: It was agreed with one abstention that the methodology should be used to obtain the value that the Town Council owe but wouldn't commit to paying any bills until a figure is provided.

Doug Coles also spoke about the need to upgrade Patchway Sports and Social club's CCTV and was wondering if the council would like to partner up with them in this to cover Scott Park.

RESOLVED: Unanimously agreed to consider this at the January Parks and Open Spaces meeting to determine locations of possible cameras.

The chairman thanked them for their attendance and Doug Coles and Robert White left the meeting.

14/01/2020-No 2. To receive and accept apologies for Absence Apologies were received and accepted from Cllr Shambhu (working),

14/01/2020-No 3. 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.

14/01/2020-No 4. To approve the minutes of the Finance committee on 10th December 2019 and to note any issues.

RESOLVED: Unanimously agreed to approve the minutes and these were duly signed by the chairman.

14/01/2020-No 5. To consider the provisional budget for 2020/2021 and agree to recommend this budget to Full Council for approval of the precept on 21st January 2020.

It was unanimously agreed to remove the budget heading for a Public Works Loan Board provision for Patchway Community Centre to the value of £34,500.

RESOLVED: To recommend to Full Council that this budget be accepted with Cllrs K Dando, R Walker, T Scott, P Cottrell, R Loveridge, S Scott and E Martin voting in favour of the motion. Cllr B Hopkinson abstained.

14/01/2020-No 6. To consider the terms of reference for the Finance Committee and agree any actions.

RESOLVED: The composition should read 'Nine Members' in light of a motion passed at Full Council.

14/01/2020-No 7. To receive and consider the monthly summary of income, expenditure and bank reconciliation for November.

RESOLVED: To unanimously agree the monthly summary of income, expenditure and bank reconciliation for December.

14/01/2020-No 8. To receive and consider the monthly summary of accounts for November.

RESOLVED: To defer this item to Full Council on 21st January 2020.

14/01/2020-No 9. To receive and consider the report from the Internal Auditor and agree any actions.

The committee received the auditor's report and the Deputy Clerk went through the action plan. The committee were very happy with the report and are pleased that Patchway Town Council is now getting back on track. A formal thank you was agreed to Linda Squire, Jack Turner, Sandra Smith and Daphne Dunning for all their hard work in helping to re-align the council's practices.

14/01/2020-No 10. To receive and consider any investment options relating to moving monies from the Fixed Deposit account and agree any actions.

RESOLVED: To recommend to Full Council that Patchway Town Council invests:

- £25,000 into Aldermore Bank 1 Year Fixed Rate Savings Account at a rate of 1.60% per annum
- £25,283.57 into the CCLA Deposit Fund at a rate of 0.7% interest.

14/01/2020-No 11. To note that Patchway Town Council is now VAT registered.

Noted.

14/01/2020-No 12. To note the date of the next Finance Committee meeting will be on Tuesday 11th February at 7pm.

Noted.

CLOSED SESSION

14/01/2020-No 13. To receive the report on the Annual IT support agreement and agree any actions.

RESOLVED: It was unanimously agreed to pursue the recommendation for the value of £509.

The meeting was closed at 20:10.