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To All Members of the Finance & Policy Committee: Cllrs Dave Biddleston, Deb Cooper, Clive Fricker, Andy Halliday, Hal MacFie (Chairman) and Brian Simmons.

Dear Councillor

You are invited to participate in a remote attendance of the **FINANCE & POLICY COMMITTEE** on **Tuesday 9th March 2021 commencing at 6.30pm**

Signed on 2nd March 2021

By Dr Cheryl Scott, Town Clerk and Responsible Financial Officer

This meeting is open to Members of the Public. For telephone dial in details please contact the Town Clerk.

[To Join the Meeting](#)

Meeting ID: 840 9724 2342
Passcode: 815233

THIS MEETING MAY BE FILMED OR RECORDED (PLEASE REFER TO THE TOWN COUNCIL'S PROTOCOL ON THE FILMING AND RECORDING OF LOCAL COUNCIL AND COMMITTEE MEETINGS (adopted August 2014)).

FINANCE & POLICY CTTEE AGENDA

1. APOLOGIES FOR ABSENCE

RECOMMENDATION:

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16th April 2019) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464 and as per Standing Order 3(v).

3. DISPENSATIONS

In accordance with Standing Order 13, to consider any requests for dispensations (for disclosable pecuniary interests) prior to the item (s) being discussed, that Members may only become aware of during the meeting itself and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

RECOMMENDATION:

To receive requests for dispensations

4. RECORD OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Finance Cttee meeting held on 12 January 2021 (previously circulated) be confirmed as a true record and signed by the Chairman.

5. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e), Members of the Public will have the opportunity to ask the Chairman any question concerning, or make observations upon, the business of the Council, at the start of the meeting, provided notice of the question along with the name and address of the member of public has been given to the Town Clerk at least four clear days before the meeting where possible, and in any case to the Chairman before the meeting. This also applies to all Committees of the Council.

RECOMMENDATION:

That the Chairman respond to any questions/observations. If the matter is not already tabled on the Agenda, the Council may move a motion to refer the matter to be itemised on the Agenda of a successive meeting, but it cannot make any decisions about items not already on the Agenda

6. INTERNAL AUDITORS REPORT AND RECOMMENDATIONS (to follow)

To receive an update from the RFO and (if available) the report of the second interim audit from the Internal Auditors

RECOMMENDATION

To consider the report and recommendations of the Internal Auditors

7. STRATEGIC DEVELOPMENT AND ENGAGEMENT COMMITTEE (attached)

To consider the formation and Terms of Reference of a Strategic Development and Engagement Cttee to scrutinize and co-ordinate Residents and Town Council responses to future development of infrastructure, services and amenities within Keynsham

RECOMMENDATION

To consider the above

8. ALLOTMENTS WORKING GROUP – TERMS OF REFERENCE (attached)

As per Town Council decision of 19th January in respect of setting up a working group to review allotment provision in Keynsham.

RECOMMENDATION

To consider the Terms of Reference

9. YOUTH SERVICES S106 APPLICATION (attached)

To consider an application for s106 funding toward the strategic development and implementation of Youth Services provision in Keynsham. This needs to be approved by Town Council and submitted to B&NES before 31st March 2021.

RECOMMENDATION

To consider the application

10. PURCHASE OF REPLACEMENT PEDESTRIAN MOWER (attached)

To consider the purchase of a replacement mower. There is £6500 allocated in this year's budget

RECOMMENDATION

To recommend a model for purchase

11. PURCHASE OF POWER BARROW (attached)

The power barrow is in need of replacement. There is a forecast surplus in Grounds Maintenance budget 4402 and provision in principle to purchase from this year's surplus was agreed when Council approved the forecast figures for 2020/2021 and draft budget 2021/2022 in December 2020

RECOMMENDATION

To recommend model for purchase

12. REQUEST FOR REPAYMENT OF CIL (REF 7200 PARCEL OF LAND)
(attached)

The Town Council has received a request from B&NES dated 26th February to repay CIL of £ **£9,248.57** due to S73 permission overpayment

RECOMMENDATION

To consider the request

13. 2021-2022 FEES AND CHARGES (attached)

- a) Cemetery Fees
- b) Manor Road Football Fees
- c) Multisport Fees
- d) Photocopying Fees

RECOMMENDATION

To make recommendations on fees and charges for 2021/2022

14. PUBLIC SECTOR DEPOSIT FUND (attached)

To consider letter from CCLA Investments Ltd in respect of planned Negative Yield Response Measures for Public Sector Deposit Fund.

RECOMMENDATION

To note the above

15. McCLOUD JUDGEMENT UPDATE (attached)

To consider the recent correspondence from LGPS in respect of actions being taken to address the McCloud judgement and request for information dated 12th February received by Town Council

RECOMMENDATION

To note reports and correspondence

16. ADDITIONAL FINANCE & POLICY MEETING

The Annual Meeting of Town Council has been brought forward to 5th May so it can be held virtually before Coronavirus Regulations are repealed. Although no Finance & Policy Cttee meeting has been scheduled for May, given the level of business to be transacted in preparation for the Annual Town Council meeting it is

RECOMMENDED

That an additional Finance & Policy Cttee meeting be scheduled for Tuesday 27th April at 6.30pm

17. DATE OF NEXT MEETING

RECOMMENDATION:

That the next scheduled Zoom meeting will be held on Tuesday 6th April 2021 at 6.30 p.m.