

# KEYNSHAM TOWN COUNCIL

Minutes of the Finance & Policy Committee meeting held on Tuesday  
12<sup>th</sup> April 2022 at 6.30 pm in the Baptist Church, Keynsham

PRESENT: A Halliday, H MacFie, A McGuiness (Chair – arrived late) and B  
Simmons.

IN ATTENDANCE: Dawn Drury – Town Clerk and Alan Jenner – Locum Clerk.  
Councillor D Cooper.

## 154. APOLOGIES FOR ABSENCE.

Councillor C Fricker.

## 155. DECLARATIONS OF INTEREST.

There were none.

## 156. DISPENSATIONS.

There were none.

## 157. RECORD OF PREVIOUS MEETINGS.

RESOLVED:

That the Minutes of the Finance Committee meeting held on 22<sup>nd</sup> March 2022 (previously circulated) be confirmed as a true record and signed by the Vice Chairman (Councillor H MacFie).

## 158. PUBLIC PARTICIPATION.

There was none.

## 159. FINANCE MONTHLY REPORTS.

- (i) Budget Monitoring (Month 12 – March 2022)
- (ii) Bank Cash and Investment Reconciliation (Month 12 – March 2022)
- (iii) Trial Balance sheet (Month 12 – March 2022)
- (iv) Cash Books 1, 2, & 5 – (Month 12 – March 2022)
- (v) Bank Reconciliations for Cash Books 1, 2, 3 & 5 – (Month 12 – March 2022)
- (vi) Bank Statements – Cash Books 1, 2 and 5 and Public Sector Deposit Fund (Month 12 – March 2022)
- (vii) Petty Cash Report – (Month 12 – March 2022)

**RESOLVED:**

- (i) *That the Financial reports be received and noted.*
- (ii) *That the draft Bank Reconciliations for month 12 – March 2022 be confirmed as correct and signed off against the relevant bank statements by the Vice Chair of Finance and Policy Committee.*

Councillor A McGuinness arrived.

**160. TO NOTE AND RECEIVE UPDATES ON THE FOLLOWING DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 22<sup>nd</sup> March 2022.**

*In accordance with the Schedule of Delegation approved on 22nd April 2021, to note the delegated decision made in advance of the March 2022 scheduled payments taken by the Town Clerk in consultation with Members.*

**RESOLVED:**

- (i) *To note that there were none.*

**161. BUSINESS WASTE COLLECTION PRICES 2022 – 2023**

**RESOLVED:**

*That the Business Waste Collection Prices 2022 – 2023 be received and noted.*

**162. FOOD CLUB FUNDING**

**RESOLVED:**

- i) *That the Food Club funding report be received and noted.*

**RECOMMENDED:**

- ii) *That the Town Council award the Food Club, funding in the sum of £1,200 from the unallocated grant funding budget of 2021 – 2022, as a one-off payment and any future funding should be through an application via the annual Town Council grant award scheme.*

**163. FUNDING FOR THE LOCAL UKRAINE CHARITY – HOPE FOR UKRAINE**

**RECOMMENDED:**

*That the Town Council award an allocation of monies in the sum of £1000.00 to Hope for Ukraine, funds to be retained by the Town Council and the Charity to make claims against the allocation by presentation of receipts and invoices. Any in house printing to be allocated to a cost code for the Hope for Ukraine funds.*

164. KEYNSHAM TOWN COUNCIL INVESTMENT OPTIONS

*RESOLVED:*

*(i) That the report be received and noted.*

*RECOMMENDED:*

*(ii) That the Town Council appoint company C In respect of seeking onward investment options.*

*(iii) That the Town Council appoint three Councillors, two from Finance and Policy Committee and one other to research 3 -5 possible investment opportunities for presentation at the next Finance and Policy Committee and Town Council meetings.*

165. ENERGY AUDIT BY UTILITY AID

*RESOLVED:*

*That it be noted that Utility Aid are undertaking a desktop audit in respect of Keynsham Town Council's energy. The outcome to be reported to full Council.*

166. KEYNSHAM COMMUNITY ENERGY GRANT

*RESOLVED:*

*(i) That the report be received and noted.*

*RECOMMENDED:*

*(ii) That the sum of £1,100 (awarded to Keynsham Community Energy Group) be carried forward from the 2021 – 2022 grant awards and be added to the Town Council grant budget for 2022 – 2023, to be held as restricted funds for this group to claim once they have purchased the energy display board and can provide a receipt.*

167. UPDATE ON UKRAINE CRISIS / APF 2022 FUND VALUATION LETTER

*RESOLVED:*

*That the letter be received and noted.*

168. DATE OF NEXT MEETING

*RESOLVED:*

*To note that the date and time of the next meeting is Tuesday 3<sup>rd</sup> May 2022 at 6.30 p.m. venue to be confirmed.*

169. EXCLUSION OF PRESS AND PUBLIC.

*RESOLVED:*

*In accordance with Standing Order 3(d) to RESOLVE that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted. Items 17 of the agenda - to progress sensitive issues.*

170. UPDATE ON SECTION 106 MATTERS AND FURTHER REPORT ON SECTION 106 PAYMENTS

*RESOLVED:*

*(i) That the information within the spreadsheet and the verbal update be received and noted.*

The meeting ended at 7.35 p.m.

..... (Chairman)

Dated: .....