

KEYNSHAM TOWN COUNCIL

Minutes of the Finance & Policy Committee meeting held on Tuesday 7th February 2023 at 6.30pm in the Town Council Office

PRESENT: Councillors C Fricker, H MacFie, D Biddleston, D Cooper and A Halliday

IN ATTENDANCE: Amanda Hazell – Responsible Financial Officer & Dawn Drury – Town Clerk

129. APOLOGIES FOR ABSENCE

Apologies received and accepted from Councillor A McGuinness.

130. DECLARATIONS OF INTEREST

There were none.

131. DISPENSATIONS

There were none.

132. RECORD OF PREVIOUS MEETINGS

RESOLVED:

That the Minutes of the Finance & Policy Committee meeting held on 10th January 2023 (previously circulated) be confirmed as a true record and signed by Cllr D Cooper (Chairman).

133. PUBLIC PARTICIPATION

There was none.

134. TO NOTE AND RECEIVE UPDATES ON THE FOLLOWING DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 17th JANUARY 2023

In accordance with the Schedule of Delegation approved on 22nd April 2021, to note the delegated decision made in advance of the February 2023 scheduled payments taken by the Town Clerk in consultation with Members.

The purchase of 4 LGBT training course from Mermaids (for youth staff) total cost £260.00.

RESOLVED:

Deeper,

That the delegated action be noted.

135. FINANCIAL MONTHLY REPORTS

RESOLVED:

To defer the month 10 January 2023 reports to the March Finance and Policy Committee meeting.

136. FLAGSTONE INVESTMENTS

(1) Aldermore – 12 months at 4.30%, account opened 24.10.22 and as at 31.01.2023 interest accrued equates to £933.04

(2) Aldermore – 18 months at 3.75%, account opened 05.10.22 and as at 31.01.23 interest accrued equates to £969.86

(3) Charter Savings Bank – 12 months at 4.40%, account opened 03.11.22 and as at 31.01.23 interest accrued equates to £858.30

(4) HSBC (first account opened) 12 months at 3.87%, account opened 03.10.22 and as at 31.01.23 interest accrued equates to £1017.86

(5) HSBC 6 months at 3.34% account opened 24.11.2022 and as at 31.01.23 interest accrued equates to £490.47

RESOLVED:

That the update on investments be received and noted.

137. TREE QUOTES FOR KEYNSHAM CEMETERY

RESOLVED:

(i) To receive and note the quotes.

(ii) To make a recommendation to full Council in respect of the quotes.

138. LEAF BLOWER FOR CEMETERY QUOTE

RESOLVED:

(i) To receive and note the quote.

(ii) To make a recommendation to full Council in respect of the quote.

139. PSDF FACTSHEET DECEMBER 2022

RESOLVED:

To receive and note the CCLA PSDF Fact sheet for December 2022.

140. TALKTALK BUSINESS IMPORTANT PRICING UPDATE

RESOLVED:

To receive and note the information above.

141. WRITE OFF OF THE SUM OF £6.37

RESOLVED:

- (i) To receive and note the information above.
- (ii) To recommend to full Council a course of action.

142. INTERNAL AUDIT JANUARY 2023 REPORT AND RECOMMENDATIONS

To date the January report has not been received from the Auditor.

RESOLVED:

That this matter be deferred to the March meeting.

143. SECTION 106 ALLOTMENT MONIES UPDATE

RESOLVED:

To note the sum of £13,334.00 is outstanding in respect of the Section 106 allotment funding. This will be carried forward into the next financial year.

144. DRAFT COUNCIL TAX LEAFLET 2023-2024

RESOLVED:

To recommended to full Council that the 2023-2024 Council Tax Leaflet be approved for publication.

145. BURNETT BUSINESS PARK LEASE RENEWAL AND RENT INCREASE

RESOLVED:

That Finance and Policy Committee recommend to Full Council that the lease be signed.

146. REPAIRS TO EAST CHAPEL AT THE CEMETERY.

RESOLVED:

- (i) To note that the appointment of Mann Williams has been previously approved.
- (ii) To recommend to full Council to approve the above quote.

147. DATE OF NEXT MEETING

RESOLVED:

To note that the date and time of the next meeting is Tuesday 7th March 2023 at 6.30 p.m. in the TOWN COUNCIL OFFICE.

D. Cooper
.....
Chairman

7th March 2023
.....
Date