

KEYNSHAM TOWN COUNCIL

Minutes of the Finance & Policy Committee meeting held on Tuesday
16th August 2022 at 6.30 pm in the Baptist Church, Keynsham

PRESENT: Councillors D Cooper, C Fricker, B Simmons, H MacFie, A
McGuinness

IN ATTENDANCE: Dawn Drury – Town Clerk and Ian Kent – Responsible Financial Officer

38. APPOINTMENT OF CHAIRMAN

RESOLVED:

That Councillor D Cooper be elected Chair.

39. APPOINTMENT OF VICE CHAIRMAN

RESOLVED:

That Councillor H MacFie be elected Vice Chair.

40. APOLOGIES FOR ABSENCE

Councillors D Biddleston and A Halliday

41. DECLARATIONS OF INTEREST

There were none.

42. DISPENSATIONS

There were none.

43. RECORD OF PREVIOUS MEETINGS

RESOLVED:

That the Minutes of the Finance Committee meeting held on 19th July 2022 (previously circulated) be confirmed as a true record and signed by Councillor D Cooper (Chairman)

44. PUBLIC PARTICIPATION

There was none.

45. FINANCIAL MONTHLY REPORTS

RESOLVED:

That the Finance and Policy Committee approve the July Bank Statements and Bank Reconciliations and that they be signed by Cllr D Cooper (Chairman)

46. SCHEDULE OF INVOICES DUE FOR PAYMENT

RESOLVED:

That the August Schedule of Invoices be approved for payment.

47. CCLA PUBLIC SECTOR LOAN ACCOUNT SUBSCRIPTION FORM

RESOLVED:

That the Finance and Policy Committee approve the signing of the CCLA Public Sector Subscription form to transfer £30,000 additional funds to the account, as agreed at the Town Council meeting on 21st June 2022 item FP6 on the agenda. The Subscription form to be signed Dawn Drury (Town Clerk) and Cllr Clive Fricker, signatories to the account.

48. PUBLIC SECTOR LOAN ACCOUNT – FACT SHEET JUNE 2022

RESOLVED:

That the Public Sector Loan Account June fact sheet be received and noted.

49. AVON PENSION FUND – FUNDING STRATEGY STATEMENT

RESOLVED:

That the Consultation Process email, requested responses and funding strategy statement be received and noted.

That the proposed Council response be approved to be sent to the Avon Pension Fund.

50. PAYMENT IN LIEU OF LGS PAY AWARD 2022 – 2023

RESOLVED:

That the Employer Link document dated 12th July 2022 and the EMP Circular dated 25th July 2022 be received and noted.

51. CIL MONIES RECEIVED

RESOLVED:

That the CIL monies of £701.15 received from B&NES for planning application 20/04614/FUL be noted.

52. INTERNAL AUDIT QUOTES FOR NEW CONTRACT

RESOLVED:

That the Finance and Policy Committee approve quotation B and to appoint the quoting organisation for appointment as Internal Auditor for the next 3 years. The RFO will contact the Auditor to confirm.

53. QUOTES FROM SOLICITORS IN RESPECT OF THE LAND TRANSFER – FOX AND HOUNDS LANE AND THE PADDOCK

RESOLVED:

That the Finance and Policy Committee approve the quotation received and to appoint the Solicitors.

54. PENSION OVERPAYMENT

RESOLVED:

Details of the overpayment and subsequent resolution were received and noted.

55. UPDATE ON NOMINAL CODE LIST

RESOLVED:

That the updated nominal cost list be received and noted.

56. TOWN COUNCIL INSURANCE

RESOLVED:

That details of the 2022-23 insurance cover be received and noted.

57. SQUARE CARD READER

RESOLVED:

That the completion of the verification process for the Square card reader be noted.

58. ADDITIONAL STORAGE FACILITY AT BURNETT

RESOLVED :

That Town Council staff undertake some further investigation work as to the contractual terms of the storage rental and investigate the feasibility of purchasing a container outright.

59. UTILISATION OF EMR AGAINST IT EQUIPMENT

RESOLVED:

That the utilisation of EMR against IT equipment expenditure, as previously agreed, was noted.

60. DATE OF NEXT MEETING

To note that the date and time of the next meeting is **Tuesday 13th September 2022 at 6.30p.m. in the Baptist Church.**

The meeting ended at 7.20 p.m.

..... (Chairman)

Dated:

DRAFT