

KEYNSHAM TOWN COUNCIL

Minutes of the Finance & Policy Committee meeting held on Tuesday 13th June 2023 at 6.30pm in the Town Council Office

PRESENT: Councillors A Wait (Chair), M Burton and C Davis

IN ATTENDANCE: Amanda Hazell – Responsible Financial Officer
Abi Gray – Youth Leader

27. APOLOGIES FOR ABSENCE

Apologies received and accepted from Councillors C Leonard and M Woodward.
Councillors S Alenshasy and C Fricker not in attendance.

28. DECLARATIONS OF INTEREST

Councillor A Wait declared an interest on item 11 Youth Festival Budget.

29. DISPENSATIONS

There were none.



30. RECORD OF PREVIOUS MEETINGS

RESOLVED:

That the Minutes of the Finance & Policy Committee meeting held on 18th May 2023 (previously circulated) be confirmed as a true record.

31. PUBLIC PARTICIPATION

There was none.

32. TO NOTE AND RECEIVE UPDATES ON THE FOLLOWING DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 18th May 2023

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

RESOLVED: *There were none.*

33. FINANCIAL MONTHLY REPORTS – MONTH 12

RESOLVED:

- (i) That the Financial reports for month 1 - April be received and noted.
- (ii) That the financial reports for month 2 – May be received in July.
- (iii) That the Bank Reconciliations for month 1 – April 2023 be confirmed as correct and signed off against the relevant bank statements by Councillor A Wait.

34. FLAGSTONE INVESTMENTS

RESOLVED:

That the update on investments be received and noted.

35. BANK MANDATE

RESOLVED:

- (i) That all members of the Committee be bank signatories with the exception of Councillor A Wait who will sign the financial reports.
- (ii) The RFO will work with the Councillors to devise a rota for the signing of weekly BACS runs.
- (iii) Any Councillor unable to carry out their turn will be responsible for finding a replacement.
- (iv) That Katherine Sears and Amanda Hazell to be made bank signatories with online banking access.

36. KEYNSHAM CEMETERY RULES AND REGULATIONS AMENDED

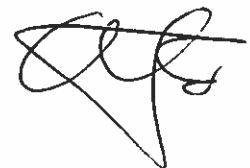
RESOLVED:

- i) That the following changes be made before being recommended to Council:
 - a) Page 2 grievance is spelt wrong.
 - b) Item 17. What number is a large number? Speak to the cemetery officers for advice on the number to be inserted.
 - c) Item 18 – can a link to the prices on the website be included?

37. NOVA BUDGET UPDATE

RESOLVED:

- i) To note that Councillor A Wait declared an interest.
- ii) That the budget is recommended to Council.



38. YOUTH SERVICE MISSION STATEMENT

RESOLVED:

- (i) That the following changes be made before being recommended to Council:
 - a) Remove open access from aims.

- b) Insert participate to the following objective: To offer opportunities for young people to connect with their local community.
- c) Insert an objective stating special needs (SEND) young people are included in the Youth Centre.

39. CONFLICT OF INTEREST

RESOLVED:

That all Councillors are asked if they have a conflict of interest at the next Council meeting.

40. TOWN COUNCIL UPDATED FOUR YEAR ACTION PLAN

RESOLVED:

To make recommendation to Council to approve the financial additions.

41. PARKING ISSUE AT CHERWELL ROAD

RESOLVED:

To make a recommendation to full Council that the Town Clerk contact BANES requesting a no parking sign.

42. BWS STANDFAST CHANGE TO DIRECT DEBIT

RESOLVED:

That the quote be received and noted.

43. DATE OF NEXT MEETING

RESOLVED:

That the next meeting is Tuesday 20th June 2023 at 6.30p.m. in The Space.

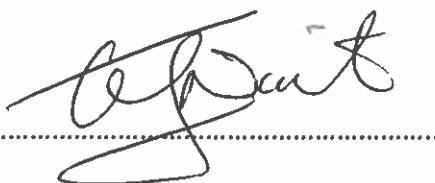
44. FUNDING OPPORTUNITY

RESOLVED:

To recommend to Council to apply for the funding.

The meeting finished at 8.30p.m.

Signed



Chairman

200623

Date

