

# KEYNSHAM TOWN COUNCIL

## Minutes of the Finance & Policy Committee meeting held on Tuesday 9<sup>th</sup> December 2025 at 6.30pm in the Town Council Office

PRESENT: Councillors C Davis, H MacFie and M Burton

IN ATTENDANCE: Amanda Hazell - RFO

### **150. APOLOGIES FOR ABSENCE**

***RESOLVED:***

Apologies received and accepted from Cllrs Fricker, Leach (formerly Alenshasy) and Cooper. Cllr Brassington not in attendance.

### **151. DECLARATIONS OF INTEREST**

There were none.

### **152. DISPENSATIONS**

There were none.

### **153. RECORD OF PREVIOUS MEETINGS**

***RESOLVED:***

That the Minutes of the Finance & Policy Committee meeting held on 11<sup>th</sup> November 2025 (previously circulated) be confirmed as a true record and signed by the Chairman.

### **154. PUBLIC PARTICIPATION**

There was none.

### **155. TO NOTE AND RECEIVE UPDATES ON THE FOLLOWING DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 18<sup>TH</sup> NOVEMBER 2025**

In accordance with the Schedule of Delegation approved on 22 April 2021, note the delegated decision made in advance of the December 2025 scheduled payments taken by the Town Clerk in consultation with Members.

***RESOLVED:***

There were none.

**156. UPDATES FROM THE RFO**

***RESOLVED:***

That the update from the RFO be received and noted.

**157. BUDGET REVIEW REPORT - MONTH 8**

***RESOLVED:***

That the Budget Review report for Month 8 be received and noted.

**158. FINANCIAL MONTHLY REPORTS – MONTH 8**

***RESOLVED:***

- i) That the following financial reports for November 2025 be received and noted.
  - a. Budget Monitoring (Month 8 – November 2025)
  - b. Bank Cash and Investment Reconciliation (Month 8 – November 2025)
  - c. Balance Sheet (Month 8 – November 2025)
  - d. Bank Reconciliations for Cash Books 1 - 9 (Month 8 – November 2025)
  - e. Receipts and Payments Report for Cash Books 1,3,4,6 and 9 (Month 8 – November 2025)
  - f. Bank Statements – Cash Books 1,6,7,8 and 9 and the Public Sector Deposit Fund to follow (Month 8 – November 2025)
  - g. Nominal ledger reports for codes 6000 and 6001, transfers to and from EMR's (Month 8 – November 2025)
- ii) Cllr Burton to sign the financial papers.
- iii) To move the income for the Teviot Park grant to 1192/210 Miscellaneous Income/Capital Projects.

**159. MUSIC STUDIO INCOME AND EXPENDITURE**

***RESOLVED:***

That the Rialtas year to date report provided regarding the Music Studio and the information regarding expenditure, be received and noted.

**160. PENSION POLICY**

***RESOLVED:***

- (i) That the Pension Policy be received and noted.
- (ii) That the Committee recommend to Council to approve the Policy.

**161. BUDGET AND PRECEPT**

***RESOLVED:***

- (i) That the Budget and Precept information be received and noted.

**162. BATEMAN SKIPS PRICE INCREASE**

***RESOLVED:***

- (i) That the quotes for the skip hire be received and noted.
- (ii) That the Committee recommend to accept quote 1 to Council.

**163. CLEANING OF MANOR ROAD CHANGING ROOM**

***RESOLVED:***

- (i) That the quotes for the cleaning of Manor Road changing rooms be received and noted.
- (ii) That the Committee recommend to Council to approve Quote 2.

**164. PURCHASE OF GOALPOSTS FOR MANOR ROAD**

***RESOLVED:***

- (i) That the quotes for goalposts be received and noted.
- (ii) That the Committee accept quote 2.
- (iii) That the Committee inform Council of the decision made.

**165. INSTALLATION OF DONATED DEFIBRILLATOR AT THE TALBOT INN**

***RESOLVED:***

- (i) That the information supplied regarding the donated Defibrillator be received and noted. The quotes were not received in time for this meeting.
- (ii) That the quotes be considered at the Town Council meeting on the 16<sup>th</sup> December 2025.
- (iii) That the Committee resolved for the Council to fund the installation.
- (iv) That the Committee inform the Council of the decision to fund the installation.

**166. UNITY TRUST CHARGES**

***RESOLVED:***

That the information received from Unity Trust on the changes to the charges be received and noted.

**167. NUCLEAR REGULATED ASSET BASE**

***RESOLVED:***

That the information received regarding additional energy costs be received and noted.

**168. YOUTH PLANNING DEC 25/JAN 26**

***RESOLVED:***

- (i) That the Youth Planning for December 2025/ January 2026 be received and noted.

- (ii) That the Committee approve the spend on the Youth Planning for Dec 2025/Jan 2026.

**169. YOUTH ACTUAL SPEND NOV/DEC 25**

***RESOLVED:***

To receive and note the actual spend from November/December 2025 for Youth.

**170. DATE OF NEXT MEETING**

***RESOLVED:***

Received and noted that the date and time of the next meeting is Tuesday 13<sup>th</sup> January 2026 at 6.30 p.m. in the TOWN COUNCIL OFFICE.

**171. 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 - Minute no.172 below.

**172. AVON PENSION FUND VALUATION RESULTS**

***RESOLVED:***

- (i) That the Avon Pension Fund valuation results be received and noted.  
(ii) Clarification be sought from the Clerk and Cllr Cannon on the options.

The meeting ended at 7.15pm.

Signed:

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(Chairman)

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Date: