

MINUTES OF PARISH COUNCIL FINANCE COMMITTEE MEETING

Monday July 26th at 7pm at Manor Hall red brick annex

Present:

Cllr J Lean (Chair); Cllr R McCullough (PC Chair); Cllr Taylor; Cllr Clark; Cllr Di-Duca; Cllr Goddard;
Clerk/RFO: S Simmons;

290. Apologies for absence
None – all Parish Councillors were present
291. Declarations of Interest under the Localism Act 2011
None
292. Committee to appoint a Chairperson for 2021/2022 Finance Committee
As this is the first F & GP meeting of this council year a Chair needs to be elected. Cllr Lean said he was happy to re-stand as Chair – this was Proposed by Cllr McCullough and Seconded by Cllr Goddard and unanimously approved
293. Pre-arranged items from members of public
None
294. Committee to Approve Minutes of F & GP meeting held on December 14th 2020
Unanimously approved as a true record and signed by the Chair
295. Committee to note receipt of Bank reconciliation and statements for end of June 2021
NOTED by all with no questions arising
296. Committee to note receipt of full list of payments for June 2021
A full list of payments for Q1 was supplied to Cllrs and NOTED with no questions arising
297. Committee to note full list of receipts for Q1 2021/22
A full list of receipts for Q1 was supplied to Cllrs and NOTED with no questions arising
298. Committee to receive RFO Reports on 2021/2022 Receipts & Payments vs Budgets to end of Q1
A report on R & P vs Budgets showed everything is as expected with no budget changes required.

Earmarked funds at end of Q1

A report on activity against earmarked funds was given and is included at the end of these Minutes.
There were no questions arising.

Future project spends

The following amounts have already been agreed:

Emergency Plan/Signs/Defibs	£7500
Activity Days 12+2+2	£6400
Fishing platforms phase 1	£5424 (£2k received from BDAA to form part of this)
Village Pump	£420
Grant towards new Scout building	£10000

299. Committee to receive information & approve regular payments or standing orders/direct debits for 2021/2022
The following fixed & variable regular payments were approved

FIXED AMOUNTS		Amount nett of VAT	Frequency	Method
CPS Grounds Ltd	Grass cutting contract	£ 725.40	Monthly	Manual
H3G	Council mobile phone	£ 15.00	Monthly	DD
Konica Minolta	Copier rental	£ 38.67	Qtrly	Manual
PWLB loan 1	£25000 loan	£ 974.37	July & Jan	DD
PWLB loan 2	£50000 loan	£ 1,957.28	April & Oct	DD
P E King/Yate Storage	Backfield storage unit	£ 68.75	Monthly	SO
South Glos Council	Grass cutting contract	£ 415.59	Qtrly	Manual
South Glos Council	Bin emptying	£ 53.25	Qtrly	Manual
VARIABLE AMOUNTS				
Andyloos	Toilet at Bitterwell	£ 159.60		Manual
Eon	Aerator electricity	£ 22.60		DD
J Thornton/Hands Property	Bin emptying	£ 440.00		Manual

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300. Committee to note any correspondence relating to Finance matters
 - NO requests were received during the Period of Public Rights which finished on July 23rd
 - Cllr Di-Duca will attend Finance For Cllrs training course on 20th Sept (Zoom 6.30pm)
 - The next Town & Parish Forum meeting is 12th October
 - The ALCA S Glos AGM is 8th Sept 6.30pm on Zoom
301. Committee to consider any Planning Applications (necessary due to deadline dates) for comments including:
 To review revisions to P21/01781/F 242 Badminton Road Coalpit Heath (if new plans arrive in time)
 All Cllrs agreed that the new plans made no difference to their original OBJECTION which is *Westerleigh Parish Council OBJECT to this application. The plans show a very large increase in size and would create a building dominating the street scene out of keeping and detrimental to the area.*
302. Committee to consider any other items required by the RFO
 Members of staff committee agreed to plan a date for Clerks appraisal meeting
303. Items considered urgent or exempt by the Chairman
 None
304. Dates of future Parish Council meetings/Committee meetings
 Environment & Leisure Committee Monday August 2nd 7pm at Manor Hall red brick annex
 Full Parish Council meeting 7pm Monday September 13th 2021 Westerleigh Village Hall
 The meeting ended at 7.26pm

APPENDIX 1 Report on Earmarked balances at end of June 2021

THIS REPORT SHOWS Q1 ACTIVITY ON EARMARKED FUNDS (KNOWN ON SCRIBE AS RESERVES)

Reserve	OpeningBalance	+	Spend	Receipts	CurrentBalance	Notes
Earmarked						
RESERVE/CONTINGENCY A	46,135.91		0.00	1.15	46,137.06	Bank interest
SAY'S COURT SOLAR BENEFI	49,446.93		2,400.00	20,050.00	67,096.93	Income 19800 regular annual plus £250 from sale of electric fence £2400 for Swift Sports Activity days
CIL/S106 community benefit p	13,472.76		10,515.55	53,293.81	56,251.02	War memorial restoration 3976.80; Otter fence 5288.75; Bus stop £250; Grant to Above & Beyond 1000.00
Angling Trust grant	5,000.00		5,000.00	0.00	0.00	Otter fence 5000
Annual S137 allocation	15,000.00		2,300.00	0.00	12,700.00	WNVW grant £100, St Peters Hospice £2200
BDAA grant	0.00		0.00	2,000.00	2,000.00	
TREE WORKS	5,660.00		0.00	0.00	5,660.00	
Total	134,715.60		20,215.55	75,344.96	189,845.01	