



Locum Clerk: Jo Swift
Telephone: (01275)
393551
Email: clerk@longashtonparishcouncil.gov.uk
Long Ashton Parish Council, Keedwell Hill, Long Ashton, Bristol, BS41 9DP
www.longashtonparishcouncil.gov.uk

Due to Covid restrictions, any member of the public wishing to attend this meeting please book a space clerk@longashtonparishcouncil.gov.uk

To members of the Finance and General Purposes Committee: Councillors, D Andrews, Cartman, Cave, Fagg, Hardingham, Harris, Jackson, James, McAllister and Tarsey.

You are summoned to a Finance and General Purposes committee to be held on Thursday 10th February 2022 at 7.30pm at the Jubilee Pavilion, Keedwell Hill, Long Ashton

Jo Swift
3rd February 2022

BACK GROUNDS PAPERS AVAILABLE ON REQUEST

As per the Councils Standing Orders, Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend only during the time designated for public participation. In exceptional circumstances, the chair may permit further public participation. The period of time designated for public participation at a meeting shall not exceed 30 minutes, this will be limited to 5 minutes per speaker. The chairman of the meeting may direct that a written or oral response be given.

Participation should be requested in advance by contacting the Clerk to ensure appropriate time is made available.

AGENDA

- 1) Election of Vice Chairman**
To elect a vice Chairman for 2021/2022.
(The Committee may appoint a Vice-Chairman but does not have to do so).
- 2) Apologies for absence**
To receive any apologies for absence and to approve the reasons given.
- 3) Declarations of Interests and Grant of Dispensations.**
Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). *(NB this does not preclude any later declarations).*
- 4) Minutes of previous meetings**
To confirm and sign the minutes of the meetings of the Finance and General Purposes Committee held on 16th December 2021.
- 5) Finances – months 9 and month 10 (December and January)**
 - a. Bank reconciliations
 - b. Payments
 - c. Receipts
 - d. Expenditure against budget

6) Internal Auditor report

To note the Internal Audit report and to consider the following recommendations that fall under the remit of the Finance and General Purposes committee:

- (i) Investments and Loans (page 8) – to reconsider the 6 monthly credit checks.
- (ii) Bi-monthly statement and Bank reconciliation (page 3) - appointment of a Councillor to review all the bank reconciliations on a monthly basis following the recommendation from the Internal Auditor that a single nominated Councillor would establish a basis of knowledge and consistency of checks, adding value to the process.

7) Grants for 2022/2023

To consider the grant applications for 2022/2023, to note that £8,000 has been agreed for grants in the 2022/2023 budget.

8) Youth Grants 2021/2022

To approve the recommendations for the following approval of the youth grants. Total grant funding £500.00, therefore the additional £59.99 to be taken from general reserves.

Organisation	Amount of request	Recommendation
Long Ashton Scouts	£200	£200
Long Ashton Girl Guides	£159.99	£159.99
Long Ashton Cricket Club	£200	£200

9) Queens Jubilee

At the full Council meeting held on 24th January 2022 it was resolved that a budget of up to £3,000 was agreed, in principle, and that Councillors Kindred and James to consult the local community and report back to the Finance & General Purposes committee in February 2022. An update to be provided.

10) Annual Parish meeting

At the full Council meeting held on 24th January 2022 it was resolved that a date is arranged, preferably week commencing w/c 25th April, subject to availability and that Councillors Anderson, Tarsey, Ewen to research the options and report back to the F&GP (Finance & General Purposes) meeting in February 2022.

The Pavilion has been booked for Thursday 28th April 6pm. A report from the above named Councillors is attached.

11) IT purchase

To note the information in the attached report.

12) Year End Close Down

Following a discussion with the Chairman of the committee, to note the locum Clerk has organised for the Councils software providers to do a year end close down on the accounts at a cost of £600.00. A verbal report will be given.

13) ALCA/NALC subscription

To approve the estimated subscription costs of £956.00 for 2022/2023

14) Banking

At a past meeting, it was agreed to continue with the Tridos 33-day account but for it to be reviewed in 6 months' time which was December 2021. The balance as at 01.01.2022 = £15,728.37

15) Taylor Wimpey Areas

Transfer of the Taylor Wimpey areas and lease. To provide an update.

16) Skatepark

To receive a report from the Skatepark working group, to include the pre-planning advice summary received.

17) LACA sub-committee

- (i) To consider Councillor J Ewen as a non-voting member to the LACA sub-committee.
- (ii) To receive an update from the sub-committee.

18) Signatories

To note Councillor M Harris no longer wishes to be a signatory on the Councils bank accounts. Presently there are 4 signatories, 1 replacement is required.

19) Date of the next meeting

The date of the next Finance and General Purposes meeting is to be held on Thursday 21st April 2022 at 7.30pm.

20) Exclusion of Press and Public

Recommended – 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 – to consider commercial matters.

21) Project Manager – skatepark project

To consider the recommendations from the skatepark working group for appointing a skatepark project manager to support LAPC in managing the project.