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**Due to Covid restrictions, any member of the public wishing to attend this meeting please book a space [clerk@longashtonparishcouncil.gov.uk](mailto:clerk@longashtonparishcouncil.gov.uk)**

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

**You are summoned to a Finance and General Purposes committee to be held on Thursday 16<sup>th</sup> December 2021 at 7.30pm at the Jubilee Pavilion, Keedwell Hill, Long Ashton, BS41 9DP.**

Jo Swift  
9<sup>th</sup> December 2021

#### **BACK GROUNDS PAPERS AVAILABLE ON REQUEST**

*A period of Public Participation up to a maximum of 30 minutes will be made available before the formal meeting starts. This will be limited to 5 minutes per speaker and must relate to items shown on the agenda. Participation should be requested in advance by contacting the Clerk to ensure appropriate time is made available.*

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#### **AGENDA**

- 1) Apologies for absence**  
To receive any apologies for absence and to approve the reasons given.
- 2) 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).*
- 3) Minutes of previous meetings**  
To confirm and sign the minutes of the meetings of the Finance and General Purposes Committee held on 21<sup>st</sup> October 2021.
- 4) Finances – months 6 and month 7 (October and November)**
  - (a) Bank reconciliations
  - (b) Payments
  - (c) Receipts
  - (d) Expenditure against budget
- 5) Bi-monthly statement and Bank reconciliation**  
Appointment of Councillor to review the bank reconciliation for month 8 (November 2021).
- 6) Budget 2022/2023**  
To consider the draft budget, at this point in time the draft budget is for members to consider all the information and agree any changes, before the final decision needs to be made at the January 2022 Council meeting where the budget is approved, and the level of precept agreed.

**7) LACA sub committee**

- (i) At the full Council meeting on 19<sup>th</sup> August 2021, it was agreed that a sub-committee of the Finance & General Purposes committee was formed - Long Ashton Community Association Committee. Terms of reference were approved and the sub-committee has been acting in accordance of them since August 2021.

**Recommended** – that the F&GP committee formally approve the setting up of this sub-committee as directed by the Council and agree the terms of reference approved by the Council in August 2021.

- (ii) An update to be provided.

**8) Skatepark Working Group report**

**Recommendation** – to receive a report from the working group, agree any actions and to approve expenditure to obtain pre-planning advice.

**9) Youth Grants**

To discuss and agree the process and timeline.

**10) Christmas arrangements**

To note the office will be closed from Thursday 23<sup>rd</sup> December and will re-open on Tuesday 4<sup>th</sup> January 2022.

**11) Date of the next meeting**

The date of the next Finance and General Purposes meeting is to be held on Thursday 10<sup>th</sup> February 2021 at 7.30pm. *(This date has had to be changed from 3<sup>rd</sup> February due to the room availability)*

**12) 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 commercially sensitive matters.

**13) Living Wage**

To approve paying the Living Wage increase to £9.90 from April 2022 for those employees that are on the Living Wage pay rate.