



LONG ASHTON PARISH COUNCIL

DRAFT Minutes of the Finance & General Purposes committee meeting held at the Jubilee Pavilion, Keedwell Hill, Long Ashton on Thursday 10th February 2022 at 7.30pm

Present: Councillors D Andrews, A Cartman, C Fagg, S Hardingham, C James, R McAllister and C Tarsey.

In attendance – Jo Swift (Locum Clerk), H Harwood (Deputy Clerk) and 3 non committee members.

F22. 001 Election of Vice Chairman

Resolved – that Councillor D Andrews was elected as the Vice-Chairman for the remainder of 2021-2022.

F22.002 Apologies for absence

Resolved – that the reasons given for apologies from Councillors M Harris and P Jackson were accepted.

Absence noted – Councillor C Cave (no reason given)

F22.003 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).*

Noted – That Councillor D Andrews declared an interest in agenda item 7 LA Together and the Party in The Park grants.

Noted - That Councillor C Tarsey declared an interest in agenda item 7 LACA grant.

F22.004 Minutes of previous meetings

Resolved – that the minutes of the meeting held on 16th December 2021 were accepted and signed.

F22.005 Finances – months 9 and month 10 (December and January)

Some Councillors were unable to access the financial documents prior to the meeting, these will be circulated again for review at the next meeting. The finances were verbally gone through by the Chairman and no concerns were

raised.

F22.006 Internal Auditor report

Resolved – that the 6 monthly credit checks will no longer be done as per the internal auditors recommendations.

Resolved – that Councillor D Andrews will review all the bank reconciliations on a monthly basis to establish a basis of knowledge and consistency of checks, adding value to the process.

It was noted that the Risk Assessment will be reviewed at the March full Council meeting.

Thanks were given to the locum Clerk and newly appointed staff for the work done on the finances as mentioned by the internal auditors in the report.

F22.007 Grants for 2022/2023

Resolved – That the grants awarded were approved as follows:

Nailsea Community Transport – £1,000
Cricket Club – £2,000
Royal British Legion (Platinum Jubilee) - £2,000
LA Together – £1100
LACA – £1100

Total £7200

Royal British Legion (Memorial Garden) – retrospective grant therefore rejected as did not meet the terms and conditions of the grant policy.

Noted - £800 is reserved as agreed for the Youth Grants for 2022/2023

F22.008 Youth Grants 2021/2022

Resolved – that the proposed Youth Grants were agreed as below with £59.99 to be taken from general reserves.

Organisation	Granted
Long Ashton Scouts	£200
Long Ashton Girl Guides	£159.99
Long Ashton Cricket Club	£200

F22.009 Queens Jubilee

An update was received in regard to the Queens Jubilee gift for local children. Birdwell School have been contacted; they are going to do a project celebrating all the past Royal celebration mugs by producing a timeline of photographs. The school will then hold a party, with the Parish Council mugs given to the children to tie in with the project. The PTA and staff were keen for mugs to be purchased. Northleaze School is also supportive.

Resolved – that mugs will be purchased to celebrate the Queens Jubilee. Officers will obtain quotes for 700-1000 mugs up to a cost of £3,000 that will

come out of general reserves. The young people of Leigh Woods will be included and receive mugs also.

Councillors Kindred and James will liaise with the schools to decide on the design of the mug to be purchased.

F22.010 Annual Parish meeting

Standing Orders were suspended at 20.29 to allow a non-committee member to speak. Standing Orders were re-instated at 20.29

Resolved – that the Annual Parish meeting will be held at 11am until 1pm on a Saturday, date in April, to be confirmed. A formal report from the Chairman of the Council and all the committees will be provided. The format will be as detailed in the document provided including a formal meeting. Councillors Anderson, Tarsey, Ewen will organise the details day and a speaker to be sourced.

F22.011 IT purchase

Noted – the information provided in respect of the recent IT equipment purchased was noted.

F22.012 Year End Close Down

Noted – that following a discussion with the Chairman of the committee, 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.

F22.013 ALCA/NALC subscription

Standing Orders were suspended at 20.45 to allow a non-committee member to speak. Standing Orders were re-instated at 20.45

Resolved – that the subscription at a cost of £956.00 for 2022/2023 was approved.

F22.014 Banking

Resolved – to continue with the Triodos 33-day account (balance as at 01.01.22 was £15,728.37) and for it to be reviewed in 6 months' time.

F22.015 Taylor Wimpey Areas

Noted – that the transfer of the land is now required. This will be chased and an update to be provided when available.

F22.016 Skatepark

The pre-planning advice summary has been received and shared with the committee. No warning bells have been identified in the pre-planning advice through the summary which identifies that planning permission may be provided subject to addressing relevant polices. Work undertaken to date has addressed and started to mitigate issues such as noise, anti-social behaviour, vehicular access to the park, retention of trees.

The information was noted and that the next stage is the selection of the skatepark project manager to formally commence the selection process of the skatepark designer, choice of concepts/designs, community engagement leading to a submission of planning permission.

F22.017 LACA sub-committee

Resolved – that Councillor J Ewen was approved as a non-voting member for the LACA sub-committee.

It was noted that the sub-committee prefers the remaining vacancy to be filled by a resident with specific knowledge relating to the CIO transition.

It was mentioned that the LACA sub-committee have recommended that the new founding LACA trustees are not to be members of the Council, it is to be **noted that this was only a recommendation.**

F22.018 Signatories

Resolved – that Councillor C James to become the replacement signatory for the Unity Trust account in place of Councillor M Harris. Councillor M Harris will be removed as a signatory from all the Councils bank accounts.

F22.019 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.

F22.020 Exclusion of Press and Public

Resolved – 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.

F22.021 Project Manager – skatepark project

Resolved – that the recommendation, for the appointment of a skatepark project manager, from the skatepark working group was approved. The working party will confirm that expenses will not be added to the quote.

Meeting closed at 21.10

Chairman.....Date.....