



2nd June 2023

An ORDINARY MEETING of the **FINANCE & GOVERNANCE COMMITTEE** will be held on Thursday 8th June 2023 at 7.45pm at the Brockridge Centre and the following business will be transacted. All Committee Members are summoned to attend.

Kind Regards

L Squire

Linda Squire

Clerk/CEO & RFO to the Parish Council

AGENDA

- 1 APOLOGIES FOR ABSENCE**
MOTION: To note apologies for absence.
- 2 DECLARATIONS OF INTEREST and DISPENSATIONS**
With reference to items on the agenda Members are reminded of their responsibility to declare interests and to update their Register of Interests as required, and request any dispensations, under the Localism Act 2011.
- 3 ELECTION OF CHAIRMAN**
MOTION: Committee to elect a Chairman for the coming year
- 4 ELECTION OF VICE CHAIRMAN**
MOTION: Committee to elect a Vice Chairman for the coming year
- 5 MINUTES OF THE PREVIOUS MEETING (20th April 2023)**
MOTION: Committee to approve and sign the minutes of the previous meeting.
- 6 OPEN MEETING**
Public participation: Members of the public will be invited to speak and/or question the Committee on issues relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the chairman of the meeting.
- 7 PAYMENTS FOR APPROVAL (See appendix)**
MOTION: Committee to consider and decide on approval of payments and alteration of bank details as per the attached appendix.
MOTION: Committee to consider and decide on approval of any invoices received after the agenda has been issued
MOTION: Committee to approve the retrospective approval of a £50,000 transfer from the Unity Trust Deposit Account to the Current Account.
MOTION: Committee to approve a £50,000 transfer from the Unity Trust Deposit Account to the Current Account.
MOTION: Committee to nominate 2 councillors to authorise the payments through the bank
- 8 CASH BOOK FINANCIALS & BANK RECONCILIATIONS**
MOTION: Committee to note the Financial Reports as at 30/04/2023.
MOTION: Committee to note the Bank Statements at 30/04/2023

MOTION: Committee to note the Financial Reports as at 31/05/2023

MOTION: Committee to note the Bank Statements at 31/05/2023

9 COUNCIL INVESTMENTS

MOTION: Committee to note CCLA letter relating to future changes

10 INTERNAL AUDITOR

MOTION: Committee to consider the quotations received from the current internal audit provider for a 1 year or 3 year contract.

11 COMMUNITY INFRASTRUCTURE LEVY

MOTION: Committee to note the Community Infrastructure levy received from SGC for the 2022-23 financial year

12 GRANT REQUESTS

MOTION: Committee to consider the grant application submitted by Frampton Cotterell Male Voice Choir

MOTION: Committee to consider the grant application submitted by Bristol & Weston Hospitals Charity

13 PARISH NOTICEBOARDS ROLLING REPLACEMENT

MOTION: Committee to consider and decide whether to approve the Parish Noticeboards rolling replacement program.

14 DOG BIN LOWER STONE CLOSE

MOTION: Committee to consider the update on the removal of the dog bin at Lower Stone Close.

15 REQUEST FROM THE RUGBY CLUB RELATING TO THE JUNIOR PITCHES

MOTION: Committee to consider the request from the Rugby Club relating to payment for the Junior pitches

16 USE OF OVERFLOW CAR PARK & POSSIBLE CHARGE

MOTION: Committee to consider allowing an organisation using the Park overflow car park and whether to charge.

17 DATE OF NEXT MEETING

MOTION: Committee to confirm the date of the next meeting to be Thursday 13th July 2023.

Members of the public and press are very welcome to attend.

APPENDIX						
	Retrospective Authorisation Required	Deposit Acct.	Current Account			
	Transfer of funds	-50,000	50,000			
	Amendment of Bank Details	New Account	Sort Code			
	B & S Chains Playground Spares	72135256	40-23-03			
	Kingfisher Direct	30329940	20-49-25			
No.	Invoice Number	Company	Description	NET £	VAT £	GROSS £
1/06	1372463968	Trade UK	Soil maintenance	60.36	8.86	69.22
2/06	112703	Lesar	IDB-Cards	16.50	3.30	19.80
3/06	112704	Lesar	-do-	16.50	3.30	19.80
4/06	112719	Lesar	-do-	74.00	14.80	88.80
5/06	1372132473	Trade UK	Maintenance	35.47	7.09	42.56
6/06	1373223367	Trade UK	Maintenance	8.33	1.66	9.99
7/06	0261	Gordon Playground Insp.	Monthly Play Park checks	105.00	21.00	126.00
8/06	220523	Pegasus	Window Cleaning	31.50	-	31.50
9/06	12584	Jon gilbert	Office Carpet	740.00	148.00	888.00
12/06	SM27245	RBS	Bookings Contract	420.33	84.07	504.40
	CN30793	RBS	Cancellation of Bookings Contract	-420.33	-84.07	-504.40
13/06	1378806573	Trade UK	Landscaping Maintenance	50.00	10.00	60.00
14/06	000314	Bridget C Bowen Chartered Accountant	Year End Internal Audit Fees	340.00	-	340.00
15/06	1377687066	Trade UK	Maintenance	55.15	11.01	66.16
16/06	1378101340	Trade UK	Protective Clothing	15.83	3.16	18.99
17/06	1377264459	Trade UK	Landscaping Maintenance	98.33	19.67	118.00
18/06	CN-GB-117614261	Amazon Business	Credit Note	-17.86	-3.58	-21.44
19/06	CN-GB-117614261	-do-	Credit Note	-17.87	-3.58	--21.45
20/06	30792	RBS	6 months' notice period costs from 22/03/2023 - 22/09/2023	200.77	40.15	240.92
21/06	3805277731	SGC	Frome Fish eDNA Survey	554.00	-	554.00
22/06	3805253221	SGC	Localism Charges Qtr 1	2,961.57	592.31	3,553.88
23/06	02452064	Greenthumb	Grass Treatment	45.42	9.08	54.50
24/06	4020	CPS Grounds Ltd	Grounds Maintenance all Sites	2,731.96	546.39	3,278.34
25/06	2908	Netwise	Website Premium Package	15.67	3.13	18.80

