



# Sodbury Town Council

## Minutes of the meeting of Finance & General Purposes Committee 15<sup>th</sup> October 2019, Sodbury Council Offices

**Committee Members:** Councillors B Allen, J Ball (Chairman), C Hays (Vice), D Jeal, M Lewis, P Rumney, A Williams

**Present:** Cllrs. B Allen, J Ball, P Rumney, A Williams

Cate Davidson – Town Clerk  
Jackie Stallard – Assistant Clerk

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### 1. Apologies

Apologies received and accepted from Cllr Hays.

The Clerk apologised that the Cllrs Jeal and Lewis were not shown as Committee members on the agenda for this meeting, however they should have been aware that they were members of this Committee. The agenda was sent to all Council members.

### 2. Declarations of Interest

None

### 3. Approval of Minutes of 18<sup>th</sup> June 2019

**Resolved** the Minutes of the 18<sup>th</sup> June 2019 were approved as an accurate record of the meeting and signed by the Chairman.

### 4. Matters Arising

None

### 5. Finances

- The Clerk circulated reports in relation to income and expenditure for all Committees. It was **Resolved** that the income and expenditure is noted and approved.
- The Clerk reported with regard to the garden area of The Old Reading Rooms (TORR) from the back door to The Snuggery. At the time of a Snuggery inspection with Councillors Ball and Hays, it was noted the area had become overgrown with weeds and brambles; the slabs were very slippery and areas required to be built up. It was **Resolved** that R D Janes is appointed to complete works to the garden to ensure it is safe and tidy at a cost of £4,200 which includes the rebuilding of retaining walls, laying of hardcore and gravel and repair to the footpath.
- Following discussion it was **Resolved** a virement of £5000 from CCTV in the Markets Committee is made to the Staffing budget due to the increased Clerks hours.
- The bank statements and reconciliations to 30<sup>th</sup> September 2019 were approved and signed by the Chairman
- The Clerk highlighted the next meeting would be to consider and set budget/precept and sought Members' comments in preparation of same.

### 6. Health & Safety Policy

Members considered and approved the Policy as circulated.

**7. Risk Assessments**

The Financial Risk Assessment and General Risk Assessment were considered and approved as circulated.

**8. The Snuggery**

An inspection of the property took place on 21<sup>st</sup> September by Cllrs Ball & Hays and the Clerk, with the Tenant present. At that time, it was noted the property was in a bad state of repair. Members discussed the matter at length and, due to the considerable amount of renovation required to make habitable, ie new roof, new windows, it was **Resolved** to give the Tenant notice to vacate the property within 6 weeks and the Clerk to issue a letter to that effect.

**9. Grant Applications**

Cllr. Williams declared an interest with regard to Victorian Day and made no comments during discussion. Members considered the applications received and it was **Resolved** to approve and award the following grants:

Applicant	Amount Requested	Reason	Grant Awarded
Tourist Information Centre	£3,400	For the running of the TIC	<b>£2,500</b>
Sodbury In Bloom	£1,200	General improvements in Sodbury	<b>£1,000</b>
Youth Services	£10,000	Youth Centre	<b>£10,000</b>
Churchyard Maintenance: Chipping Sodbury Old Sodbury	£2,000 £1,750	Churchyard maintenance Churchyard maintenance	<b>£1,500</b> <b>£1,500</b>
Above and Beyond	£250	Magic Rainbow Tube for waiting area in Childrens Hospital Oncology unit	<b>£200</b>
Barnhill Court Residents Group	£500	To purchase a raiser chair for use at night when only 1 member of staff is available	<b>£500</b>
C/S St John's Church	£500 - £1,000	Crib Festival	<b>£500</b>
C/S Big Lunch Committee	£450	Annual big lunch in the Summer and Christmas event for older people	<b>£600</b>
C/S Festival Committee	£1,000 - £1,500	Summer Festival	<b>£500</b>
High Street Residents & Traders	£329.00	PL Insurance for the festoon lighting in Broad St	<b>£329</b>
Joint Cycleways Group	£300	To cover membership costs, bicycle safari x 1, Sodbury Festival bike ride & other promotional expenses	<b>£300</b>
Victorian Day Committee	£500	General running costs	<b>£500</b>

The Clerk informed members she was awaiting the latest report and accounts from Youth in Sodbury. It was agreed that once this has been received the grant could be paid out.

**10. Items to report**

With regard to Old Sodbury Woodland area, Cllr Rumney confirmed he would draw up a plan for Chapel Lane access and forward to the Clerk with photographs which the Clerk would then forward to Network Rail.

**8. Date of next meeting : 26<sup>th</sup> November: 19.30 hrs STC Offices**

The meeting closed at 20:45

Signed .....