



Sodbury Town Council

## Minutes of a Meeting of the Finance & General Purposes Committee 28<sup>th</sup> September 2021, held in the Sodbury Town Council Chamber at 19:30 hrs

**Committee Members Councillors:** B Allen (Vice), J Ball (Chairman), L Banister, C Hays, B Romaine, P Rumney S Spooner & A Williams

**Present:**

Cllrs B Allen, J Ball, B Romaine, P Rumney & S Spooner

Clerk: Cate Davidson

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**77. Apologies**

Apologies were received from Cllrs Banister, Hays and Williams.

**78. Declarations of Interest**

Cllr Spooner declared an interest in the grants applications – Barnhill Residents Group.

**79. Approval of Minutes of 2<sup>nd</sup> March 2021**

**Resolved** that the minutes of 2<sup>nd</sup> March 2021 are approved as an accurate record of the meeting and signed by the Chairman.

**80. Matters Arising**

No matters were raised at this time.

**81. Budget Reports to 31<sup>st</sup> August 2021**

The Income and Expenditure schedule to 31<sup>st</sup> August 2021 was circulated to all Councillors with the agenda for this meeting.

Members noted that current spend is under budget. All expenditure is expected to be on track apart from staffing where there will be an overspend by year end due to recruitment.

Discussion was had about The Old Reading Rooms and the fact that there is no ventilation in the staff office. It was **Resolved** that the Clerk contact Brendon Jones for a quote to undertake a maintenance survey on the building.

The Clerk advised members that due to workloads and the inability to switch energy provider online due to local authority status she had been unable to switch provider in advance of the recent energy crisis. However, it was noted that E-on has now advised that all electricity will be from green sources as from 1<sup>st</sup> October. Members noted this and advised to take no action with regards to switching until energy prices stabilise.

It was **Resolved** that income and expenditure to date is noted and approved.

**82. Bank Reconciliation (circulated by e-mail)**

It was **Resolved** that the bank statements are checked and correspond with bank reconciliations as tabled.



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**83. Town Council Policies**

The following policies were reviewed and it was **Resolved** they are approved as tabled and sent to Full Council for ratification:

- Standing Orders
- Financial Regulations
- Code of Conduct for Councillors
- Complaints Policy

**84. Grant Applications**

Members received and **Resolved** to approve the following grant applications:

- **Tourist Information Centre** - £2,500 requested for ongoing maintenance of the building and increase to stock; approved in principal but due to increasing reserves members will award grants for specific maintenance works on receipt of quotes or invoices
- **Sodbury in Bloom** - £1,000 requested for displays and community garden; approved and members thanked the group for their work
- **Youth Services** - £10,000 requested to support the youth club; approved for the current year. Members asked to invite Cllr Rush to the next committee meeting to discuss funding going forward
- **St John's Church Chipping Sodbury** - £2,000 requested for cemetery maintenance; approved but STC to be notified of any savings going forward due to biodiversity reductions
- **St John's Church Old Sodbury** - £2,000 requested for cemetery maintenance; approved
- **Barnhill Court Residents Group** - £1,500 for a Defibrillator; discussion was had and it was agreed that the Town Council would offer to install a defibrillator by the front entrance of Banrhill Court that would then be available for public use. Clerk to liaise with the Manager
- **Paul's Place** - £500 for yoga sessions for people with disabilities; approved
- **Chipping Sodbury Festival Committee** - £1,000 towards the running of the annual festival; approved and Clerk to liaise with committee in relation to allocation of the funds
- **High St Resident and Traders Association** - £340 for Public Liability Insurance; approved
- **Sew & Sew & Options** - £1,000 towards room hire; discussion was had about the current low numbers of the group and it was agreed to award £500 to pay half rental costs whilst the group builds back up following COVID
- **Sight Support West of England** - £500 towards a sight loss support service in the local area; approved

**85. Items to report**

The Clerk advised members that quotes have been received for First Aid cover at the Remembrance Day. Members agreed to appoint Bristol Ambulance to provide cover including an ambulance at half the cost of St Johns Ambulance which has provided cover in the past.

**86. Date of next meeting: 23<sup>rd</sup> November 2021 at 19.30 via Zoom**

Signed .....

Dated .....