



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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31st December 2019

To Councillors:

Jo Davis (Vice-Chair); Gavin Heathcote; Simon Kidd; Andrew Larcombe (Chair); Conor Ogilvie-Davidson; Claire Parfitt; Jonathan Rich; Kathy Thomas.

You are hereby summoned to attend a meeting of the Finance & Amenities Committee of Peasedown St John Parish Council at the Beacon Hall on **Tuesday 7th January 2020 at 7.00pm** for the purpose of transacting the business detailed below.

Tanya West
Parish Clerk

AGENDA

Meeting of the Finance & Amenities Committee

7.00pm

Public Session - 10 minutes at which **members of the public can attend to express their view on matters relevant to this agenda or the parish in general.** Please be aware that if matters are raised not related to this agenda they cannot be further discussed by the Council at this meeting but may be considered at a later meeting. Once the meeting has been opened, then only members of the Council may speak, unless officially adjourned for specific reason. Members of the public are welcome to stay and observe the rest of the meeting (apart from those items which state they will be discussed in closed session).

****PLEASE ENSURE THAT MOBILE TELEPHONES ARE SET TO 'SILENT' MODE IN THE COUNCIL CHAMBER****

Please be aware that Parish Council meetings may be recorded, subject to the Openness of Local Government Bodies Regulations 2014. We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made.

F&A040 – 07/01/2020 Apologies for Absence

To receive and approve, if necessary, any apologies for absence.

F&A041 – 07/01/2020 Declarations of Interest

To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.

Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests impact on their involvement with discussions and voting.

F&A042 – 07/01/2020 Minutes & Actions

- i. To consider and approve the minutes of the Finance & Amenities Committee meeting held on 8th October 2019.
- ii. To review updated copy of the Actions Register on Planner.

F&A043 – 07/01/2020 Items for Urgent Report

Items which, in the opinion of the Chair, should be reported on as a matter of urgency.

F&A044 – 07/01/2020 Review of Current Finances 2019/20

To consider report on financial spend against budget for the 2019/20 financial year covering both operational and capital projects budgets. To also include review of the Balance Sheet for bank account balances, petty cash, VAT and Reserves.

F&A045 – 07/01/2020 Review of Committed Expenditure and Ear Marked Reserves

To review the Committed Expenditure and the Ear Marked Reserves and to consider making any recommendations to Full Council.

F&A046 – 07/01/2020 Review of Debtors and Creditors

To review the financial debtors and creditors report and make any associated decisions (report to be tabled at the meeting).

F&A047 – 07/01/2020 CIL & Community Empowerment Fund

To receive update on Community Infrastructure Levy and Community Empowerment Fund income and expenditure.

F&A048 – 07/01/2020 Finance & Amenities Advisory Panel

To receive a report from the **Finance & Amenities Advisory Panel** held on 3rd December 2019 to consider their recommendations (for items not already covered on this agenda) and make any associated decisions.

F&A049 – 07/01/2020 Budget Preparations for 2020/21

To receive an update on the Tax Base, to review the figures discussed at the Finance & Amenities Advisory Panel meeting in December and to consider responses to queries raised at this meeting along with any additional items to be included within the operational budget for the 2020/21 financial year. To also consider suggestions for projects and items to be included for earmarked reserves. To determine any recommendations to Full Council for the setting of the precept and the process for presenting to Full Council at the meeting on 21st January 2020.

F&A050 – 07/01/2020 Avon Pension Fund

To receive update from Avon Pension Fund regarding the Pension Deficit valuation results and make associated decisions for their payment.

F&A051 – 07/01/2020 Banking Arrangements

To receive update on bank signatories and bank charges and make any associated decisions.

F&A052 – 07/01/2020 Internal Audit & External Audit

To review the report generated from the interim internal audit for the 2019/20 financial year. To consider any recommendations and to decide on any related action items.

F&A053 – 07/01/2020 Community Grants

To receive update on Community Grant and Village Event awards for 2019/20 and to consider adherence to the Terms and Conditions regarding feedback. To consider the Terms and Conditions for the scheme for 2020/21 and to make any associated decisions.

F&A054 – 07/01/2020 Football Club Liaison Advisory Panel

To receive a report from the **Football Club Liaison Advisory Panel** and make any associated decisions or recommendations to Full Council and the Trustee on:

- i. inspections of the changing rooms and improvements to facilities;
- ii. update on keys and locks and donations from the football clubs for the 2019/20 season;
- iii. boot scraper;
- iv. check list for changing rooms;
- v. provision of water supply for cleaning of the white lining machine;
- vi. update on new and old goal posts including update on Football Foundation grant application;
- vii. update on historic lease documents;
- viii. request from Peasedown Miners' Welfare FC for an alternative option for a tea hut.

F&A055 – 07/01/2020 Floral Displays

To receive an update regarding the floral displays for 2019 and to consider recommendations and make associated decision for the summer 2020 display.

F&A056 – 07/01/2020 Braysdown Allotments Advisory Panel

To receive a report from the **Braysdown Allotments Advisory Panel** and make any associated decisions to include a review of the fees for 2020.

F&A057 – 07/01/2020 Review of New Actions

To review that any actions generated from the meeting have been correctly captured on the Actions Register/Planner.

F&A058 – 07/01/2020 Date and Time of Next Meeting & Future Agenda Items

The date of the next Finance & Amenities Committee meeting is scheduled to be held on Tuesday 28th April 2020 at 7pm at Beacon Hall.