



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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20th April 2022

To Councillors:

John Bailey; Adi Davis; Jo Davis; Simon Kidd; Andrew Larcombe (Chair); Conor Ogilvie-Davidson

You are hereby summoned to attend a meeting of the Finance & Amenities Committee of Peasedown St John Parish Council to be held at Beacon Hall on **Tuesday 26th April 2022 at 7.00pm** for the purpose of transacting the business detailed below.

CC Councillors:

Jonathan Rich; Kathy Thomas as ex-officio members of the Committee – Please advise, by return, if you will be attending this meeting.

Tanya West
Parish Clerk & RFO

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 be aware that this Parish Council meeting may be recorded, in accordance with 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&A062 – 26/04/2022 Attendance Roll Call and Declarations of Interest

To action the attendance register and 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&A063 – 26/04/2022 Apologies for Absence

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

F&A064 – 26/04/2022 Minutes & Actions

- i. To consider and approve the minutes of the Finance & Amenities Committee meeting held on 4th January 2022.
- ii. To review updated copy of the Actions Register on Planner.

F&A065 – 26/04/2022 Items for Urgent Report

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

F&A066 – 26/04/2022 Community Grants

To consider applications for Community Grants for 2022/23 and make decisions and/or associated recommendations for ratification at Full Council.

To review feedback under the Terms and Conditions from the 2021/22 grant receivers.

F&A067 – 26/04/2022 Review of Current Finances 2021/22

To consider report on financial spend against budget for the 2021/22 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&A068 – 26/04/2022 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&A069 – 26/04/2022 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&A070 – 26/04/2022 Community Infrastructure Levy and External Funding

To receive update on Community Infrastructure Levy and other external income and expenditure.

F&A071 – 26/04/2022 Budget for 2022/23

To receive an update on the operational budget figures for the 2022/23 financial year, as agreed by Full Council when setting the precept. To include an update on the budgets for 'Infrequent Operational Expenditure', 'Contracted Amenities Works', and Staff Salaries budgets.

F&A072 – 26/04/2022 Banking Arrangements

To receive an update on bank signatories/mandate and bank charges/fees and make any associated decisions.

F&A073 – 26/04/2022 Internal & External Audits

To receive update on both the Internal and External Audits for the 2021/22 financial year and to consider any recommendations/to decide on any related action items.

F&A074 – 26/04/2022 Insurance Broker and Cover

To receive update on the business interruption claim and make any associated decisions.

F&A075 – 26/04/2022 Finance & Amenities Advisory Panel

To receive a report from the **Finance & Amenities Advisory Panel** meetings held on 8th February and 1st March 2022 to consider their recommendations (for items not already covered on this agenda) and make any associated decisions.

F&A076 – 26/04/2022 Braysdown Allotments Advisory Panel

To receive a report from the **Braysdown Allotments Advisory Panel**. To include updates and decisions on:

- i. Waiting list numbers.
- ii. Plot inspections, probation period and letters.
- iii. Update on the proposed annual allotments BBQ for 2022.
- iv. Agreement to take part in 'Crop Drop' again this year.
- v. Future operational works to the entrances and extension to the Accessible Allotment plots.
- vi. Repair of gaps in the hedge bordering Colliery Lane.

F&A077 – 26/04/2022 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. To include:

- i. Inspections of the changing rooms and improvements to facilities and associated budgets.
- ii. End of season pitch improvement works.
- iii. Signage improvements.
- iv. Update on the Tea Hut and Toilet units following decision made at the last Full Council meeting.
- v. Arrangement of date for next Advisory Panel meeting to discuss User Agreements for new season.

F&A078 – 26/04/2022 Beacon Hall

To receive update on Beacon Hall bookings, general running of the facility and request for bicycle rack to be located at the site for hall users.

F&A079 – 26/04/2022 Review of New Actions

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

F&A080 – 26/04/2022 Date and Time of Next Meeting & Future Agenda Items

The date of the next Finance & Amenities Committee meeting is to be determined.