



EMERSONS GREEN

TOWN COUNCIL

Minutes of a Meeting of the Finance Committee 25th April 2019

Present: Councillors, S Budd (left at 19.20), S Hill, C Johnson & P Todd (arrived at 19.15)

Attendees: Cate Davidson (Clerk)

Members noted the evacuation procedures.

400 Apologies

Apologies were received from Councillors J Adams, R Nichols & B Wiltshire.

401 Declarations of Interest under the Localism Act 2011

No interests were declared at this time.

402 To approve Minutes of meeting of 28th March 2019

It was **Resolved** that the minutes are approved and signed as an accurate record of the meeting on 28th March 2019.

403 Payments

Members received the schedule of payments which was considered, and it was **Resolved** that the payments are approved.

404 Bank Statements & Reconciliations

Members viewed the Banks Statements alongside the Bank Reconciliation to 31st March 2019 and it was **Resolved** that they are accurate and approved for signing by the Chairman.

405 Internal Audit

Members received the Internal Audit Report from South Gloucestershire Council. It was noted that the audit opinion is of a High Standard with 2 Matters Arising as follows:

- The recent approval of Reserves is not reflected on the RBS system. The Clerk explained that staff were awaiting guidance on how to do this at the time of the audit, but the system has now been updated.
- The new Chain of Office is not included in the Asset Register. The Clerk explained that this was an oversight but that the Chain was added to the Insurance on the day it was received and there is documentary evidence of this. The item has now been added to the Register.

Members noted the report and thanked staff for their work.

406 Pension Contributions

The Clerk advised members that since the inception of the pension scheme in 2015 the employee contribution rates have been incorrectly calculated. Members received a breakdown of the

overpayments made by staff totalling £273.10 and were advised that this has now been refunded by the Avon Pension Fund. It was **Resolved** that the overpayments are refunded to staff in May and that payment should be made via Brigadoon so necessary Tax and NI implications are calculated.

Action: Clerk to liaise with Brigadoon re. refund of overpayments

407 Grants

The following grants were considered:

- Friends of Emersons Green Park - £164.40 for annual insurance premium. It was **Resolved** that this grant is recommended for approval by Full Council.
- Carsons & Mangotsfield Cricket Club - £3,299 to replace the current outfield mower which is over 40 years old and beyond repair. Members had considerable discussion about this application and noted the previous grants paid to the Club. It was noted that the Sports Association appoints a contractor to cut the grass regularly and that they should meet the club's requirements. Members considered the current reserves held by the club for the replacement of cricket nets and it was felt that there is money available should the mower really be needed. It was **Resolved** that a grant of £1,650 which is 50% of the cost is recommended to Full Council for approval.

Action: Clerk to take applications to Full Council

408 Items to report

There were no items raised by members, but the Clerk advised that South Glos Council has confirmed the amount of CIL funds due to the Council from the 18/19 financial year of £9,527.78. The allocation of these funds will be considered by Full Council in June.

Action: Clerk to include CIL funds on the Agenda for Full Council in June

409 Date of next meeting –30th May 2019, 19.00, EGTC Offices

The Chairman closed the meeting at 19.30