



EMERSONS GREEN
TOWN COUNCIL

Minutes of a Meeting of the Finance Committee

24 October 2019

Present: Councillors: S Al-Hassan, S Budd, S Hill, J Hunt, C Johnson, R Nichols (Chairman) & P Todd

Attendees: Cate Davidson (Locum Clerk)

The Chairman welcomed all to the meeting and advised of the evacuation procedure.

042. Apologies

Apologies were received from Councillor J Adams.

043. Declarations of interest under the Localism Act 2011

No interests were declared at this time.

044. Minutes of 26th September 2019

It was **Resolved** that the minutes of 26th September 2019 are approved as an accurate record of the meeting.

045. Payments

The list of payments was circulated in advance of the meeting. The Clerk advised that her invoice was for the locum work carried out this month and is available for inspection. It was **Resolved** that the payments are approved and authorised for payment by the Chairman and Clerk.

046. Bank Statements and Bank Reconciliation

The Clerk presented the bank statements and reconciliations to 30th September 2019; it was **Resolved** that these be approved and signed by the Chairman.

047. Quarter 2 Budget Report

The Clerk circulated the full income and expenditure report to all Councillors with the agenda for this meeting.

Cllr Todd joined the meeting at 19.08.

The Clerk reported on several items where expenditure is ahead of target but that the overall position is that the Council has only spent 28% of the annual budget. The Clerk raised concerns about this underspend and advised that effort is made to spend the budgets to ensure the precept can be maintained in future years.

048. Office Maintenance

Members were presented with four quotes in relation to the maintenance of the office shutters. After discussion it was **Resolved** that About Security is approved as the regular contractor and that the works to relocate the emergency override are undertaken at a cost of £295 by the same company.

Action: Clerk to advise RH to arrange for works

049. South Glos Bus & Coach Company

Members were informed that the company has been taken over by Cheltenham & Gloucester Omnibus Company Ltd and that EGTC has been asked to sign a contract for the provision of the same service at the same cost as the previous supplier. Members noted that we hold the contract jointly with Downend & Bromley Heath Parish Council which has agreed to proceed with the contract.

It was **Resolved** that the Town Council approves the new contract and the Chairman was asked to sign this.

Action: Clerk to send signed contract to new provider

050. Staff Matters

The Chairman deferred the matter to the Chairman of the Council who advised there was no comment in relation to this matter.

051. Items from Members to report

No items were raised by members.

052. Next Meeting Thursday 28th November 2019 at 19.00, Council Chamber

The Chairman closed the meeting at 19.21