

Minutes of the meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** held on Tuesday 09th July 2019 in the **Doug Daniels Pavilion, Elm Park, Filton**

Present: Cllrs: - M Chaudhry (Chair), B Mead (Vice Chair), K Briffett, D Collins, A Doyle, A Johnstone, A. Kenyon, T Mewies, A Robinson, I Scott, J Tucker

ALSO PRESENT: L Reuben (Town Clerk) N Gould (Council Support Officer)

APOLOGIES: Cllrs: - A Monk, C Wood

NON ATTENDANCE:-

F.0010 APOLOGIES FOR ABSENCE: Cllrs apologies were noted.

F.0011 DECLARATION OF INTEREST: There were none.

F.0012 MINUTES: The minutes of the meeting held Tuesday 11th June 2019 were approved as an accurate record.

F.0013 MATTERS OF REPORT ARISING FROM THE MINUTES NOT COVERED ON AGENDA: There were none.

F.0014 PUBLIC PARTICIPATION: There was none.

F.0015 INCOME & EXPENDITURE REPORTS: Both reports were noted, the council office was asked to answer the below questions in a report back to the next meeting;

- Summary Report 909 Capital Projects – Why is the expenditure 77.1% of budget in month 2?
- 4036-902 (Property Maintenance Outside Services) – Breakdown of what has been spent from this budget.
- The Councillors would like to know the depreciation amount on vehicle and equipment totalling £511,151 is calculated.

F.0016 BALANCE SHEET: The document was noted.

F.0017 RISK ASSESSMENTS 2019: The Town Clerk noted that currently Councillors receive a summary report for risk assessments once a year. To be more compliant it was agreed to hold a committee meeting twice a year for a small group of councillors to review risk assessments and report back to full council, the group would be made up of Cllrs; M Chaudhry, A Doyle, D Collins & A Johnstone

It was agreed to circulate the invitation to the group onto Cllrs; A Monk and C Wood.

Action: Town Council Office

F.0018 DEFIBRILLATOR REPORT: The report was noted. The Councillors agreed that the fully automatic defibrillators were the best option in the three locations, It was Agreed: the town council office report back to the next meeting with 3 comparable quotes for fully automatic defibrillators.

Cllr T Mewies arrives at 7.30pm

It was also noted that a map should be produced showing exactly where each defibrillator is located in Filton.

Action: Town Council Office

F.0019 MOTION FROM CLLR JOHNSTONE: The motion from Cllr Johnstone was “Weed Killer activity should be stopped/not funded on all Filton Town Council sites”, The motion was discussed between councillors and an amendment to the motion was proposed to bring a report back to the next meeting to clearly

outline the full impact of not using weed killers, the report will need to state costings, use of volunteers locations where weed killer is used and organic options, the amended motion was **Agreed:** unanimously.
It was also noted that Sally Patterson might have some advice at the next meeting.

Action: Town Council Office

F.0020 MANAGERS REPORTS:

i) Leisure Centre Manager Report: The report was noted.

ii) Maintenance Managers Report: The report was noted.

iii) Bar Manager Report: The report was noted.

It was noted that from September managers reports would go to staffing committees.

F.0021 COMMUNITY PLAN UPDATE:

i) Jennings Garden – A meeting had been held to resolve an issue with keys for the Jennings Garden. It was agreed to trial a key box where key's had to be signed in and out.

F.0022 MEETING TIMES: It was **Agreed:** 9 in favour and 3 against to hold Finance Committee meetings at 7.30pm instead of 7.00pm.

The Chair closed the meeting to the Public at 8.00pm