

Minutes of the virtual meeting of the **FULL COUNCIL FINANCE & GENERAL PURPOSES** held on Tuesday 14th July 2020 on **ZOOM CONFERENCE CALLING**

PRESENT: Cllrs: - M Chaudhry (Chair), K Briffett, D Collins, A Doyle, A Kenyon, T Mewies, A Monk, I Scott, A Robinson, J Tucker, C Wood

ALSO PRESENT: L Reuben (Town Clerk) N Gould (Town Council Support Officer) C Westcott (Administrator) Derek Kemp (Accounting Solutions)

APOLOGIES: Cllrs: - B Mead, A Johnstone

NON ATTENDANCE:- Cllrs:-

F.104 APOLOGIES FOR ABSENCE: Cllrs apologies were noted.

F.105 DECLARATION OF INTEREST: There were none.

F.106 PRESENTATION OF FINANCIAL STATEMENTS: Derek Kemp (Accounting Solutions) presented the end of year accounts and informed Councillors that the 2019/2020 financial year ended in deficit but not as bad as was previously predicted. At presented the accountants do not have enough data to show how the current situation (Covid19) has had on Filton Town Council finances. It was noted that whilst the Council continued to receive furlough payments for staff, the finances were in a sustainable position. The accountant confirmed he would be keeping a close eye on the monthly finances and will be reporting back with updated figures in a couple of months. It was also agreed the accountants would provide a month by month breakdown vs the previous two years.

F.107 MINUTES: The minutes of the meeting held Tuesday 09th June 2020 were approved as an accurate record after noting that F.099 should read "could be" instead of "will be".

F.108 MATTERS OF REPORT ARISING FROM MINUTES:

F.102 Boundary issue.

The Town Clerk updated on a meeting held with the property owner. The community garden Chair had suggested a new boundary line, slightly different to that suggested by the surveyor. The property owner seemed happy with this although official confirmation of this was till awaited.

Cllr Kenyon joined the meeting at 7.20pm

F.109 TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT:

Councillors talked through each statement; Points 1-8 were agreed by the majority. point 9 is N/A. It was agreed to bring a summary report of all risks to each Finance meeting.

Action: Town Council Office

F.110 TO ADOPT THE 2019/2020 FINANCIAL STATEMENTS: It was unanimously **Agreed:** to adopt the financial statements.

F.111 PUBLIC PARTICIPATION: None received.

F.112 REVIEW OF SERVICES: The Town Clerk updated that the consultant was now engaged to soft test the market. It was noted that a small working group needs to be set up for him to report back to, it was agreed councillors D Collins, C Wood, A Doyle, M Chaudhry, T Mewies and A Monk would sit on that group.

F.113 INCOME & EXPENDITURE REPORTS: The reports were noted. It was noticed that there were anomalies with electricity figures in 101. The Town Clerk advised that this was a coding error but would confirm at the next meeting.

F.114 BALANCE SHEET: The report was noted.

F.115 PAYMENTS FOR INFORMATION: The document was noted.

F.116 TOWN CLERK UPDATE:

i) Ratepayers Arms Update: The Town Clerk updated councillors on the re-opening of the bar, it was noted that the Ratepayers had opened on Friday 10th July on reduced hours and with a reduced drinks menu. A graph was presented showing the first 3 days sales and costs including staffing. Councillors asked if the graphs could include more detail like the cost of utilities. The Town Clerk was asked to investigate extending the licenced boundary to include the green space at Elm Park so residents could sit outside with drinks.

Action: Town Clerk

ii) Leisure Centre Update: The Town Clerk advised that 4 members of the pool team were now flexibly furloughed and working on a part time basis to pull a plan together for the opening of the Leisure Centre. It is hoped that this will be able to happen at the end of July.

The Chair closed the meeting at 8.10pm