



FILTON TOWN COUNCIL

**Members are hereby summoned to a meeting of the
Finance & Scrutiny Committee
to be held on Tuesday 8th July 2025 at 7.00pm at Filton Town Council
Conference Room.**

3rd July 2025

Simon Davies
Town Clerk & RFO

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AGENDA

1. Evacuation Procedures

2. Apologies for Absence

3. Declarations of Interest

- a. To receive declarations of interest from Councillors on items on the agenda.
- b. To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c. To grant any requests for dispensation as appropriate

4. Exclusion of the Press and Public – (RESOLVE)

To agree any items to be dealt with after the Press and Public has been excluded from the meeting within the requirements of the Public Bodies (Admission of Meetings Act) as amended 1960, in order that confidential items can be discussed. If a decision is made to exclude, this should be by resolution. Filton Town Council Standing Orders 3 (d).

5. To approve the minutes of the Finance & Scrutiny meeting held on 10th June 2025

6. Matters of report arising from the minutes not otherwise covered by the Agenda

7. Presentation by Aerospace Bristol for the 'Pill Box' renovation – (RESOLVE)

A grant of £2000 for works to renovate a Pill Box on the museum grounds (different application from earlier this year which was for the Air Raid Shelter) - (ANNEX F)

8. To adopt and commit to new Policy Documents – (RESOLVE)

- i. Retention Policy & Schedule - (ANNEX A1)
- ii. CCTV Policy Notice - (ANNEX A2)

9. Parish Online – (RESOLVE)

The Council to consider the £400/year cost of the Parish Online Application, currently being utilised by Filton Town Council on a free trial basis that expires this month. (ANNEX B)

10. Craig West Turf – (RESOLVE)

The Council to consider paying surplus funds of £2250.43 to Craig West Turf, following unforeseen additional costs incurred during the recent Filton Athletic Pitch Development. (ANNEX C)

11. Management Accounts

To receive and resolve the management accounts for April, May and June 2025:

- a. Budget Summary: April - (ANNEX D1) – (RESOLVE)
- b. Bank Reconciliation: April - (ANNEX D2) – (RESOLVE)
- c. Budget Summary: May - (ANNEX D3) – (RESOLVE)
- d. Bank Reconciliation: May - (ANNEX D4) – (RESOLVE)
- e. Budget Summary: June - (ANNEX D5) – (RESOLVE)
- f. Bank Reconciliation: June - (ANNEX D6) – (RESOLVE)

11. External Audit 2024-25 – (NOTE)

To receive an update on the External Audit 2025 and make recommendations to Full Council if required.

12. Date of next Meeting

To note the date of the next meeting on Tuesday, 9th September 2025 at 7PM.

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