



FILTON TOWN COUNCIL

**Members are hereby summoned to a meeting of the
Finance & Scrutiny Committee
to be held on Tuesday 9th September 2025 at 7.00pm at Filton Town Council
Conference Room.**

4th September 2025

Simon Davies
Town Clerk & RFO

Elm Park, Filton,
South Gloucestershire, BS34 7PS
01454 803918

office@filtontowncouncil.gov.uk
www.filtontowncouncil.gov.uk

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 - ITEMS 9 & 10 – (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 8TH JULY 2025 – (RESOLVE)

6. MATTERS OF REPORT ARISING FROM THE MINUTES NOT OTHERWISE COVERED BY THE AGENDA

7. GRANT APPLICATION (S137) – (RESOLVE)

To consider a grant application from St Peter's Hospice for £1,100. - (ANNEX A)

8. USE OF OFFICIAL EMAIL ACCOUNTS BY COUNCILLORS - (RESOLVE)

Filton Town Council requires all Councillors to use their official '@filtontowncouncil.gov.uk' email addresses for all council-related business, in accordance with updated GDPR legislation in Assertion 10 of the AGAR 2025/26 to be carried out from 31st March 2026.

Councillors are to cease using personal email accounts for council matters effective 30th September 2025 to ensure compliance. The Clerk to provide technical support where needed

9. FILTON FESTIVAL 2026 TENDER – (RESOLVE)

To discuss the summary of the 'Filton Festival 2026' Tender and to make a recommendation to the September Full Council – (ANNEX C)

10. LEISURE CENTRE TENDER – (RESOLVE)

To discuss the summary of the 'Elm Park Leisure Centre' Tender (15 year contract) and to make a recommendation to the September Full Council – (ANNEX D1/D2)

11. ACCOUNTS: INCOME AND EXPENDITURE TO JULY 2025 – (RESOLVE)

To approve the income and expenditure to July 2025 and discuss variances – (ANNEX E)

12. ACCOUNTS: BANK RECONCILE TO JULY 2025 – (RESOLVE)

To approve the reconcile on both accounts in July 2025 – (ANNEX F1 & F2)

13. ACCOUNTS: PAYMENTS – (RESOLVE)

To approve payments from April to July 2025 – (ANNEX G1, G2, G3, G4, & G5)

14. STOKE PARK AND CHESWICK PARISH COUNCIL WASTE PROPOSAL – (NOTE)

The Town Clerk to update the Committee on an initial proposal from Stoke Park and Cheswick Parish Council to site their waste unit and potentially an employee with vehicle at Elm Park (in partnership with Filton Town Council).

15. DATE OF NEXT MEETING

To note the date of the next meeting on Tuesday, 14th October 2025 at 7PM.

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Cllr Dan Harris - <i>Chair</i>	Cllr Tom Mewies – <i>Mayor</i>
Cllr John Baverstock - <i>Vice Chair</i>	Cllr Brian Mead – <i>Deputy Mayor</i>
Cllr Dan Boardman	
Cllr Alex Doyle	Town Clerk
Cllr Alan Bird	
Cllr Susan Milestone	

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