



**Members are hereby summoned to a meeting of the
Finance & Scrutiny Committee
to be held on Tuesday 14th April 2026 at 7.00pm at Conference Room, Filton
Town Council, Elm Park, Filton, BS34 7PS**

9th April 2026

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 TUESDAY 10TH MARCH 2026 – (RESOLVE)

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

7. ACCOUNTS: INCOME AND EXPENDITURE TO FEBRUARY 2026 – (RESOLVE)

To approve the income and expenditure to February 2026 and discuss variances – (ANNEX A1)

8. ACCOUNTS: DETAILED INCOME AND EXPENDITURE TO FEBRUARY 2026 – (RESOLVE)

To approve the detailed income and expenditure to January 2026 and discuss variances – (ANNEX A2)

9. ACCOUNTS: BANK RECONCILE TO MARCH 2026 – (RESOLVE)

To approve the reconcile on both accounts in March 2026 – (ANNEX B1 & B2)

10. ACCOUNTS: MARCH 2026 PAYMENTS – (RESOLVE)

To approve payments from March 2026 – (ANNEX C)

11. LEISURE OPERATOR BASE TRADING ACCOUNT (LOBTA) - (NOTE)

To note that the December, January and February LOBTAs have not yet been received. Understood to be a billing issue for utilities. – (ANNEX D)

12. GRANT APPLICATION FROM FILTON BASED KRAKEN EXPLORER SCOUT UNIT – (RESOLVE)

The Committee to resolve to support a grant application from The Kraken Explorer Scout Unit that is the only 14–18-year-old Scout offering within the Filton area. They operated at a small loss and have requested a £500 grant to provide a number of activities between April and September 2026. – (ANNEX E)

13. GRANT APPLICATION FROM FILTON CONCERT BRASS BAND – (RESOLVE)

The Committee to resolve to support a grant application from The Filton Concert Brass Band for £2,500 to invest in additional equipment for the growing band to extend the performances they can offer. – (ANNEX F)

14. GRANT APPLICATION FROM SOUTH GLOUCESTERSHIRE ARMED FORCES DAY COMMITTEE – (RESOLVE)

The Committee to resolve to support a grant application from The South Gloucestershire Armed Forces Day Committee for £2,000 for the provision of entertainment for those attending the day including 3 band and a flight simulator for the public to enjoy. – (ANNEX G)

15. IN YEAR ASSURANCE AUDIT REPORT – (RESOLVE)

To receive the Internal Audit Report from the Internal Auditor and the plan from the Town Clerk to respond to the matters raised. – (ANNEX H1 and H2)

16. EXTERNAL AUDIT REPORT FY2024-2025 – (RESOLVE)

To receive the External Audit Report and public notice – (ANNEX J1 and J2)

17. STATEMENT OF COUNCIL RESERVES – (RESOLVE)

To receive the statement of Council Reserves. – (ANNEX I)

18. DATE OF NEXT MEETING

To note the date of the next meeting on Tuesday, 12th May 2026 at 7PM.

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Cllr John Baverstock - <i>Vice Chair</i>	Cllr Brian Mead – <i>Deputy Mayor</i>
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