

# THORNBURY TOWN COUNCIL

Council Offices: (01454) 412103  
[info@thornburytowncouncil.gov.uk](mailto:info@thornburytowncouncil.gov.uk)  
[www.thornburytowncouncil.gov.uk](http://www.thornburytowncouncil.gov.uk)



Town Hall  
35 High Street  
Thornbury  
Bristol BS352AR

Town Clerk: Louise Powell

---

**MEETING OF:** Finance & Policy Committee  
**TO BE HELD ON:** Thursday 28<sup>th</sup> January 2021 via Zoom  
**ID:** 951 6150 7869 **Password:** 953194  
**LINK:** <https://zoom.us/j/95161507869?pwd=YkhGQkhDb2ptOWNkRjJWcEtwbjFYdz09>  
**COMMENCING AT:** 7.00 pm

*Please note that this meeting is open to the public, who are welcome to attend.  
Public participation will be taken at the beginning of the meeting and/or at the calling of an agenda item at the discretion of the Chairman.*

## AGENDA

1. To receive any apologies for absence
2. To receive any members declarations of interest
3. To receive any representations from the public
4. To receive the minutes and discuss matters arising from the Finance & Policy meeting of 26.11.20 (previously circulated)
5. To receive a report on policing matters
6. To consider the following financial matters:
  - a) To approve the Accounts for Payment (to be tabled)
  - b) To receive the income and expenditure report for December 2020 and any matters arising (attached)
  - c) To receive and approve the reconciliation report for December 2020 (attached)
  - d) To consider an issue with a small grant payment (correspondence attached)
  - e) To consider a request for expenditure from the Playing fields and Cemetery Committee
  - f) To receive an update on any further financial matters
7. To consider a request for rent relief during lockdown and any other implications.
8. To receive a report from Councillors on meetings attended on behalf of the Council.
9. To consider adoption of the following draft policies:
  - i. Equality and diversity policy (revised)
  - ii. Press and Media Policy (revised)
  - iii. Freedom of Information Policy (draft attached)
10. To consider council's response to the following consultations:
  - a) South Gloucestershire Council's Family Group Conference Service Decommissioning Proposals Consultation (papers attached). Closes 1<sup>st</sup> March 2021
11. To discuss a request for membership and support of CPRE (email attached)
12. To consider any matters on the grounds of urgency

# THORNBURY TOWN COUNCIL

13. *To resolve under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted*
14. To discuss the Council's building condition surveys and make decisions on the way forward/ future for Council properties.
15. To receive Fire Risk Assessment reports for the Council buildings and agree actions to address them.
16. To discuss and agree options for staff working facilities
17. To consider the following quotations:
  - a) Garage doors at the Pavilion

Signed:



Louise Powell  
Town Clerk

## BACKGROUND PAPERS

The following are circulated with or have been previously circulated and form part of this agenda: -

- (a) Report of meeting of Committee of 26.11.2020 (previously circulated)
- (b) Police statistics
- (c) Accounts for Payment (to be tabled)
- (d) Financial report for December (month 9)
- (e) Reconciliation report for December
- (f) Correspondence regarding a small grant
- (g) Draft Equality and Diversity Policy
- (h) Draft Press and Media Policy
- (i) Draft Freedom of Information Policy
- (j) Consultation papers on South Gloucestershire Council's Family Group Conference service decommissioning proposals
- (k) Request from CPRE
- (l) Condition survey reports (previously circulated)
- (m) Fire Risk Assessment reports