

THORNBURY TOWN COUNCIL

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Town Hall
35 High Street
Thornbury
Bristol BS352AR

Town Clerk: Louise Powell

MEETING OF: Finance & Policy Committee
TO BE HELD ON: Thursday 11th March 2021 via Zoom
ID: 924 7963 8923 **Password:** 409874
LINK: <https://zoom.us/j/92479638923?pwd=WWtlTDdRYWhObDFNTTZ5TkRvTFhUdz09>
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 approve the minutes and discuss matters arising from the Finance & Policy meeting of 28.01.21.
5. To receive a report on policing matters
6. To receive a presentation and report from Krunch South West on work through the Youth Service Level Agreement with the Town Council
7. 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 January 2021 and any matters arising (attached)
 - c) To consider and agree fees and charges for the Town Hall in financial year 2021-2022 (proposed fees attached)
 - d) To discuss the budget allocation for the Mayor's allowance
 - e) To receive an update on any further financial matters
8. To receive a report from Councillors on meetings attended on behalf of the Council.
9. To consider adoption of the following draft policies:
 - a) CCTV Policy
 - b) Play Area Inspection Policy
 - c) Legionella Management Policy
10. To consider and discuss the way forward with face to face/ virtual meetings. (NALC recommendations attached)

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11. *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.*
12. To receive an update on progress and any quotes in connection with the Legionella risk assessment reports.
13. To receive Fire Risk Assessment action summary for the Council buildings and a revised report for one Council building and agree/ report on actions and quotes to address them.
14. To discuss and agree response to a request from a tenant regarding lease conditions.
15. To discuss and agree way forward with other leasing matters.
16. To consider the following quotations:
 - a) Quotations for Health and Safety and HR advice and support
 - b) Quotations for the electricity contract at the Bakery Annexe
 - c) Quotations for the structural inspection of the Town Hall steps

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 28.01.2021 (previously circulated)
- (b) Police statistics
- (c) Accounts for Payment (to be tabled)
- (d) Financial report for January (month 10)
- (e) Proposed fees and charges for the Town Hall for year 2021-2022
- (f) Draft CCTV Policy
- (g) Draft Play Area Inspection Policy
- (h) Draft Legionella Management Policy
- (i) NALC recommendations on face to face meetings
- (j) Legionella report actions (previously circulated)
- (k) Fire Risk Assessment report actions
- (l) Revised fire risk assessment and comments from the assessor
- (m) Request from tenant (confidential)