

# 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

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**MEETING OF:** Finance & Policy Committee  
**TO BE HELD ON:** Tuesday 30<sup>th</sup> November 2021  
**COMMENCING AT:** 7.30 pm at the Council Chamber, Town Hall


*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 consider any apologies for absence
2. To receive any members declarations of interest
3. To receive any representations from the public
4. To award the Mayor's Youth Award Certificates
5. To approve the minutes and discuss matters arising from the Finance & Policy meeting of 28.09.21.
6. To note decisions made out of meeting (List attached)
7. To receive the following reports from Sub-Committees
  - Youth Sub Committee- held on 11.11.21
8. To consider the following financial matters:
  - a) To approve the Accounts for Payment (to be tabled)
  - b) To receive and discuss the income and expenditure report and financial report for October 2021 (attached)
  - c) To receive the bank reconciliation for October 2021 (attached)
  - d) To consider a request from Open Spaces to allocate reserves
  - e) To receive an update from the Budget Working Group on the proposed budget for next year (Draft budget and CIL programme attached)
  - f) To note the CIL report on expenditure 2019-2020 as submitted to South Gloucestershire Council (report attached)
9. To consider adoption of the following draft policies:
  - Draft Fire Policy
  - Draft Social Media Policy
10. To note the rights of a Councillor attending a committee to which they are not a member (see relevant parts of advice notes from NALC)
11. To review the list of outside bodies the Council is represented on

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12. To consider a request from a “media partner”
13. To consider options for the defibrillator that is currently on the Armstrong Hall building. (Notes attached)
14. To monitor and review the action plan for the Committee from the Council’s Business Plan (Action plan attached)
15. To consider and agree any communications to be issued from the Committee

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 28.09.2021
- (b) List of decisions made out of meeting with Chair and Vice Chair of F&P
- (c) Report of the Youth Sub Committee on 11.11.21
- (d) Accounts for Payment (to be tabled)
- (e) Income and expenditure report for October
- (f) Financial report for October
- (g) Bank Reconciliation report for October
- (h) Working budget from the Budget working group
- (i) CIL programme
- (j) CIL report for expenditure in 2019-2020
- (k) Draft Fire Policy
- (l) Draft Social Media Policy
- (m) Sections from NALC briefing notes
- (n) Outside body representatives
- (o) Request from a ‘media partner’
- (p) Notes on location of a Defibrillator
- (q) Action Plan for F&P from Council Business Plan