

# 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 Clerk: Kath MacConnachie



Town Hall  
35 High Street  
Thornbury  
Bristol BS352AR

12 May 2022

**To Councillors:** C Davies, B Emmerson, B Griffin, C Davies, C Parkinson, G Rawlinson, J Stansfield, M Tyrrell, M Stringer and S Holloway

Please take notice that a meeting of the **Finance & Policy Committee** of Thornbury Town Council will be held in the **Council Chamber of the Town Hall** on **Tuesday 17 May 2022 at 7.30pm**.

Committee members are here by **summoned** to attend the above meeting for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

A handwritten signature in black ink, appearing to read 'Kath', with a dotted line underneath it.

Kath MacConnachie, Town Clerk

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity.*

**Public participation:** Please note that this meeting is open to the public. Please take note of the guidance notes for public participation *provided*.

**Emergency Evacuation procedure:** Please familiarise yourself with the emergency evacuation procedure on display in the Council Chamber and acquaint yourself with the nearest emergency exit. The assembly point, in the event of any evacuation, is the area between the Town Hall and Costa.

## AGENDA

1. To note 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 of the Finance & Policy meeting of 22 March 2022
5. To note decisions made under delegated authority
6. To consider the following financial matters:
  - To approve the Accounts for Payment (to be circulated electronically in advance and tabled at the meeting)
  - To receive the bank reconciliations for March 2022 and reconciliation report from Cllr Parkinson
  - Income and Expenditure report for April 2022
7. To receive the 2021/22 year-end accounting statements

- 8. To note the current level of reserves**
- 9. Quotations - To consider quotations received select suppliers for the following**
  - Insurance contract for 2022/23
  - Pavilion Flat flooring
  - Installation of additional electrical sockets in the Town Hall offices
- 10. To review the draft Financial Regulations, including draft Scheme of Financial Delegation**
- 11. To consider adoption of the following draft policies:**
  - Training and Development Policy
  - Annual Investment Strategy 2022/23
  - General Reservices Policy
- 12. To consider proposal for Capital Strategy development**
  - To consider in advance or proposal to Full Council
- 13. The Pavilion flat, Mundy Playing Fields**
  - Verbal briefing from the Town Clerk regarding change of use
  - To agree to proceed with planning application
- 14. Kington Lane Cemetery – quotation for bulk repair of memorials/procedure**
- 15. To pass a resolution to exclude members of the public and press for agenda item 16, due to the COMMERCIALLY CONFIDENTIAL and SENSITIVE nature of the business to be transacted**
- 16. Legal matter relating to the Kington Lane Cemetery**
- 17. Date of the next meeting: 7.30pm on 12 July 2022 at the Town Hall**

#### ASSOCIATED PAPERS

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

- Draft minutes of Finance & Policy Committee meeting 22.03.22
- Schedule of decisions made under delegated authority (out of meeting)
- Accounts for Payment (to be emailed in advance/tabled)
- Bank Reconciliation report for March 2022
- Income and expenditure report for April 2022
- Year-end 2021/22 Income and Expenditure report
- AGAR Section 2 2021/22 (accounting statement)
- Statement of reserves as at 12 March 2022
- Insurance quotations (to follow/be tabled)
- Pavilion Flat flooring quotations (to follow/be tabled)
- Electrical socket installation quotations (to follow/be tabled)
- Draft Financial Regulations 2022/23 (to follow)
- Draft Training and Development Policy (to follow)
- Draft Annual Investment Strategy 2022/23 (to follow)
- Draft General Reserves Policy (to follow)
- Officer Briefing on Capital Strategy development (to follow)
- Officer Briefing on Kington Lane Cemetery legal matter (to follow)