

## Minutes of the Finance & Partnership Committee

held in the Council Chamber, Emersons Green Town Council,

1800hrs on Thursday 5<sup>th</sup> of December 2024.

**Present:** Councillors, Graham Hutter (Chair), Colin Hunt (Deputy Chair), James Hunt, Abi Cohen, and Tina Potter.

**In attendance:** Joanne Bryant (Town Clerk), and Jane Wray (Deputy Clerk & RFO).

**Apologies:** None.

**Public:** No members of the public were present.

**Notes:** The meeting began at 1800hrs. All resolutions are passed with a majority vote, by a show of hands, unless otherwise stated.

### **FPC\_2024.081 Welcome and Introductions.**

The Chair welcomed everyone present at the meeting and explained the emergency procedures.

### **FPC\_2024.082 Declaration of Interest – Localism Act 2011.**

None declared.

### **FPC\_2024.083 Public Participation.**

No members of the public were present.

**Minutes:** 18.05pm Councillor Abi Cohen arrived.

### **FPC\_2024.084 Minutes.**

**Resolved:** The *Minutes of the Finance & Partnership Committee, held on the 7<sup>th</sup> of November 2024* copies having been circulated, be approved as a correct record, and signed by the Chair.

### **FPC\_2024.085 Outstanding items.**

At the invitation of the Chair, the RFO provided an update.

### **FPC\_2024.086 Emersons Green Library Commissioning.**

**Resolved:** The Finance Agreement for Emersons Green Library was approved with amendments and returned for signature to South Gloucestershire Council.

**FPC\_2024.087 Volunteers Thank you event.**

**Resolved:** To hold a volunteer's thank you event in February 2025 with an agreed budget of £400.00.

**FINANCE**

**FPC\_2024.088 Bank Reconciliations.**

The bank reconciliations for October 2024, copies having been circulated were reviewed and signed by the Chair.

**FPC\_2024.089 Monthly Transactions & Investments.**

**Resolved:** The monthly payments list, copies having been circulated, were approved, and signed by the Chair.

**FPC\_2024.090 Budget Monitoring.**

Income, expenditure, and earmarked reserves were reviewed.

**Resolved:** The third edition of the budget was reviewed with no proposed changes and is to be presented to the Full Council for final approval.

**FPC\_2024.091 Correspondence.**

The articles from Lyde Green Community Centre and Inclusion Change at Work from Emersons Green Village Hall were reviewed.

**FPC\_2024.092 Next Meeting.**

To note the next Finance & Partnership Committee meeting date is scheduled for: -

**Thursday 9<sup>th</sup> of January 2025 at 1800hrs in the Emersons Green Town Council Chambers.**

**The meeting was closed at 18.28hrs.**