



Name: Cllr Graham Hutter
(Chair)

Date: 6th of February 2025

Signed: Original Signed

Minutes of the Finance & Partnership Committee

held in the Council Chamber, Emersons Green Town Council,

1800hrs on Thursday 9th of January 2025.

Present: Councillors, Graham Hutter (Chair), Colin Hunt (Deputy Chair), James Hunt, and Andrej Turk.

In attendance: Jane Wray (Deputy Clerk & RFO).

Apologies: Cllr Abi Cohen, Tina Potter, and Town Clerk Joanne Bryant.

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_2024.093 Welcome and Introductions.

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

FPC_2024.094 Declaration of Interest – Localism Act 2011.

Cllr James Hunt (Mayor) declared an interest in item FPC_2024.102.

FPC_2024.095 Public Participation.

No members of the public were present.

FPC_2024.096 Minutes.

Resolved: The *Minutes of the Finance & Partnership Committee, held on the 5th of December 2024* copies having been circulated, be approved as a correct record, and signed by the Chair.

FPC_2024.097 Outstanding items.

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

FPC_2024.098 Grants.

None to be considered.

FPC_2024.099 Save Our Open Spaces – South Gloucestershire.

Action: The Deputy Town Clerk to liaise with SOOP-SG to ask for the completion of a grant application.

FPC_2024.100 Emersons Green Library Commissioning.

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

FINANCE

FPC_2024.101 Bank Reconciliations.

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

FPC_2024.102 Monthly Transactions & Investments.

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

FPC_2024.104 Allotment Deposit

Resolved: The unclaimed allotment deposits of £359.50 be transferred in to the grant funds budget for redistribution to local charities, organisations and good causes.

FPC_2024.103 Budget Monitoring.

Income, expenditure, and earmarked reserves were reviewed.

FPC_2024.105 Correspondence.

The articles from Lyde Green Community Centre, CCLA and Paul's Place were reviewed.

FPC_2024.106 Next Meeting.

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

Thursday 6th of February 2025 at 1800hrs in the Emersons Green Town Council Chambers.

The meeting closed at 18.30hrs.