

## **Minutes of the Finance & Partnership Committee**

**held in the Council Chamber, Emersons Green Town Council,**

**1800hrs on Thursday 6<sup>th</sup> of February 2025.**

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

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

**Public:** Two 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\_2024.107 Welcome and Introductions.**

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

### **FPC\_2024.108 Declaration of Interest – Localism Act 2011.**

None Declared

### **FPC\_2024.109 Public Participation.**

Nothing reported.

### **FPC\_2024.110 Minutes.**

**Resolved:** The *Minutes of the Finance & Partnership Committee, held on the 9th of January 2025* copies having been circulated, be approved as a correct record, and signed by the Chair.

### **FPC\_2024.111 Outstanding items.**

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

### **FPC\_2024.112 Grants.**

**Resolved:**

1. A grant application from Lyde Green Community Association for £1375.00 was approved.
2. A grant application from Save Our Open Spaces – South Gloucestershire for £1500.00 was approved.

## **POLICIES & PROCEDURES**

**FPC\_2024.113 To adopt the following new documents and policies:**

- Resolved:**
- a. CCTV Policy (new).
  - b. Finance & Partnership Committee Terms of Reference (updated).

## **FINANCE**

**FPC\_2024.114 Bank Reconciliations.**

The bank reconciliations for January 2025, copies having been circulated, were reviewed, and signed by the Chair.

**FPC\_2024.115 Monthly Transactions & Investments.**

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

**FPC\_2024.116 Budget Monitoring.**

Income, expenditure, and earmarked reserves were reviewed.

**FPC\_2024.117 Correspondence.**

An article from Creative Youth Network was reviewed.

**FPC\_2024.118 Next Meeting.**

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

**Thursday 6<sup>th</sup> of March 2025 at 1800hrs in the Emersons Green Town Council Chambers.**

**The meeting closed at 18.33hrs.**