



Name: Cllr Graham Hutter
(Chair)

Date: 3rd of July 2025

Signed: Original Signed

Minutes of the Finance & Partnership Committee

held in the Council Chamber, Emersons Green Town Council,

1800hrs on Thursday 5th of June 2025.

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

In attendance: Jane Wray (Deputy Clerk & RFO), and Jo Bryant (Clerk).

Apologies: Cllr Andrej Turk, and Abi Cohen.

Public: None.

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

Welcome and Introductions.

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

FPC_2025.017 Declaration of Interest – Localism Act 2011.

No Declarations of Interest were made.

FPC_2025.018 Public Participation.

No members of the public were present.

FPC_2025.019 Minutes.

The *Minutes of the Finance & Partnership Committee meeting held on the 8th of May 2025*, copies having been circulated, be approved as a correct record, and signed by the Chair.

FPC_2025.020 Outstanding items.

At the invitation of the Chair, the Deputy Clerk provided an update.

GRANT & COMMISSIONING APPLICATIONS

FPC_2025.021 Commissioning and contracts.

Resolved:

- a. A grant application from Carsons & Mangotsfield CC for £2,000.00 was approved for their cricket sight screen.
- b. A reserve funding release request from LGCC was approved for £1,000.00 to include abstract art at their summer sizzler event.

- c. To renew the boiler maintenance with Domestic & General at £34.03 per month.
- d. The quotation of £49,250.00, from Creative Youth Network, for services for the forthcoming year are to be referred to the Youth Working Group before Full Council.

FPC_2025.022 To adopt the following updated documents and policies:

Resolved: 1. Donation Policy.

PLANNING & STRATEGY

FPC_2025.023 Forward Plan.

The Deputy Clerk gave an update on upcoming agenda items and projects.

FINANCE

FPC_2025.024 Bank Reconciliations.

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

FPC_2025.025 Monthly Transactions & Investments.

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

FPC_2025.026 Budget Monitoring.

Income, expenditure, and earmarked reserves were reviewed.

CORRESPONDENCE

FPC_2025.027 Correspondence.

A report from Brightwell (West of England MS Therapy Centre), and SOGS was presented. The Reserve Funding Release for EGVH, £6000.00 for Senior Lunch Sessions to run from July – Dec 25 be recommended to Full Council. Barclay's Bank also closed the credit card without our authority.

DATES & TIMINGS

FPC_2025.0285 Next Meeting.

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

Thursday, 3rd of July 2025 at 1800hrs in the Emersons Green Town Council Chambers.

The meeting closed at 1825 hrs.