

**MEMBERSHIP:**  
**Cllr R. Boulton**  
**Cllr A. Doherty**  
**Cllr C. Foxall**  
**Cllr A. Jefferies**  
**Cllr J. Sanford**  
**Cllr J. Nicholls (ex-officio)**  
**Cllr S. Harrison (ex-officio)**



**MINUTES OF THE FINANCE COMMITTEE MEETING  
HELD ON Tuesday 17<sup>th</sup> November 2020**

**Present:**            **Cllr Doherty**                            **Cllr Boulton**                            **Cllr Jefferies**  
                             **Cllr Sanford**                            **Cllr Nicholls**                            **Cllr Harrison**

**In attendance: Vanessa Lawrence, Roz Morton (Clerks),**

- F52     20/21    Apologies for absence**  
Apologies were received from Cllr Foxall
  
- F53     20/21    Declarations of Interest in Items on the Agenda**  
None received
  
- F54     20/21    To approve the Minutes of the Finance Committee meeting held on 26<sup>th</sup> October 2020**  
It was **RESOLVED** to approve the Minutes of the Finance Committee meeting held on the 26<sup>th</sup> October 2020. Proposed Cllr Boulton, seconded Cllr Jefferies, 4 in favour, 2 abstentions.
  
- F55     20/21    Clerk’s and Chairman’s Report**  
None received
  
- F56     20/21    To agree to adjourn the meeting for Public Participation, if members of the public are present – there is a 5-minute time limit**  
N/A
  
- F57     20/21    To agree to reconvene the meeting following Public Participation (if applicable).**  
N/A
  
- F58     20/21    To consider and agree grant request from L. Garthwaite for the creation of a Childrens website as an on-line information board (£150) – details e-mailed (4/8/2020)**  
Cllr Doherty has spoken to L. Garthwaite about her proposal to create a Childrens’ website. As a result of his discussion, he considers the proposal to be valid and found that this would be of benefit in the community. Other models are already operating in the County e.g., in

Stroud. Following discussion, it was **RESOLVED** to agree a grant of £150. Proposed Cllr Doherty, seconded Cllr Boulton – all in favour.

**ACTION: Clerk to contact L. Garthwaite.**

**F59 20/21 To consider and agree 1<sup>st</sup> round budget requests from Committees.**

The Committee considered how the Coronavirus pandemic has affected expenditure this year, as a result of this it was **RESOLVED** to roll over the budget from 2020/21 to 2021/22 subject to adjustments (removal of lines no longer used) Proposed Cllr Doherty, seconded Cllr Jefferies – all in favour.

**ACTION: Clerk to make adjustments as agreed**

**F60 20/21 To review Earmarked reserves for current year and agree any revisions as part of the budget process.**

The Committee reviewed the earmarked reserves and figures were agreed. Many projects covered by EMR were not undertaken this year due to the Coronavirus pandemic. The list will be further reviewed upon receipt of any new projects submitted by the Works & Community Committee following their meeting on the 24<sup>th</sup> November.

**F61 20/21 To consider any changes to the following Policy Documents and approve for 2020/21:-**

- **Financial Regulations**
- **Financial Risk Register**
- **Safeguarding Public Money**
- **Effectiveness of Internal Audit**
- **Investment Strategy**

It was **RESOLVED** to agree all the above policy documents with the exception of the Financial Regulations, which has been reviewed and amended. The Clerk to amend accordingly and to recirculate for agreement at the next Finance meeting. Recommendation to Full Council. Proposed Cllr Doherty, seconded Cllr Boulton – all in favour.

**ACTION: Clerk to amend Financial Regulations and re-circulate and to add to the Agenda for the next Finance meeting for approval. Recommendation for approval of other documents to be added to the Agenda for the next Full Council meeting for approval.**

**F62 20/21 To consider and agree to open a savings account with Bath Building Society**

The Clerk reported that Business Savings accounts were in short supply with Building Societies and many banks are not accepting applications for new accounts until the new year. Bath Building Society is a mutual society and an account can be opened with them. Following discussion, it was **RESOLVED** to open an account with the Bath Building Society and to transfer £85k into a 30-day account. Proposed Cllr Doherty, seconded Cllr Harrison – all in favour.

**ACTION: Clerk open an account with Bath Building Society and transfer funds accordingly**

**F63 20/21 Other matters the Chair considers urgent**  
None

**There being no further business the meeting closed at 8.33pm.**

**Chairman..... 2020**