

Draft Minutes
of a meeting of the
Yatton Parish Council
Finance, Personnel and Administration Committee
held on
13 June 2022

Held at Hangstones Pavilion, Stowey Road, Yatton, BS49 4HS.

Meeting Commenced: 7.30 p.m.

Meeting ended: 8.11 p.m.

Present: Councillors: Jonathan Edwards, Peter Lomas, Graham Humphreys, Chris Jackson and Roger Wood.

In attendance: Clerk Aleana Baird.

MATTERS FOR DECISION

FIN 1/22 To elect a Chair of Committee for the ensuing year.

RESOLVED: that Councillor Peter Lomas was elected as Chair for the next year.

FIN 2/22 To elect a Vice Chair of Committee for the ensuing year.

RESOLVED: that Councillor Graham Humphreys was elected as Vice Chair for the next year.

FIN 3/22: Apologies for Absence

Apologies had been received from Councillors David Crossman, Jessie McArdle and Massimo Morelli.

FIN 4/22: Declarations of Interest

NONE.

MATTERS FOR INFORMATION

PUBLIC PARTICIPATION

FIN 5/22: Public participation.

NONE.

MATTERS FOR DECISION

FIN 6/22: To confirm the minutes of the Finance, Personnel & Administration Committee meeting held on 11th April 2022.

RESOLVED: the minutes of the meeting held on 11th April 2022 were approved as a correct record and signed by the Chairman.

FIN 7/22: If the Committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:

‘That the public be excluded from the meeting during consideration of agenda item(s) ... on the ground that publicity would be prejudicial to the public interest [by reason of the confidential nature of the business] or [for other special reason which must be stated].’

****NOT REQUIRED.**

FIN 8/22 Finance

To authorise payments, to note receipts and petty cash payments for June 2022.

RESOLVED: To authorise payments, note receipts and petty cash payments for June 2022.

FIN 9/22 To consider a Bereavement & Compassionate Leave Policy.

A draft policy had been circulated prior to the meeting. Further to discussion, some minor changes were made to wording.

RESOLVED: to approve the Bereavement & Compassionate Leave Policy subject to the minor changes discussed.

FIN 10/22 To consider investing with the Public Sector Deposit Fund.

The details of the Public Sector Deposit Fund had been circulated prior to the meeting. Chairman Peter Lomas highlighted the background to seeking an alternative deposit fund which came from comments made in the Internal Audit Report 2020-21 and in 2021-22. The comment was regarding the Financial Compensation Scheme being capped at 85K and to consider dispersal of funds to spread the risk should the bank fail. This had been actioned following the 2020-21 report but due to the pandemic the options at the time were not considered suitable for a Parish Council. He also mentioned a recent article that stated that the era of banks being considered to large to allow them to fail was over and the public purse would not bail them out as it had the past. The Public Deposit Fund was instant access with current interest rate of 0.85%. It had been recommended by the Internal Auditor as many local authorities use it in the area and it was triple A rated by Fitch.

RESOLVED: to open a Public Sector Deposit Fund account in readiness for when the next Fixed Term Deposit ends in August.

FIN 11/22 To consider funding small costs for collecting recycling from the ‘Picnic in the Park’ event.

RESOLVED: to fund recycling bins for the ‘Picnic in the Park’ event at a cost of £46.59.

MATTERS FOR INFORMATION

FIN 12/21: Clerks Report.

- i) The Clerk confirmed receipt of recent Community Infrastructure Levy (CIL) of £18,125.05. The total CIL fund is currently £114,711.79.
- ii) The Annual Return 2021-22 had been submitted to the External Auditor.

iii) There had been two letters included in a newsletter from ALCA regarding Essex Association of Local Councils raising the issue of difficulties in changing bank mandates in a timely manner and a reply from HM Treasury. The letters were noted.

iv) The Clerk had sought new prices for the replacement of the rented photocopier. There had been meetings with two companies including the current provider but only one price had been received. It was from the current provider and the cost had been held at the same rate as the previous five year contract therefore they were to be instructed.

FIN 13/21: Future agenda items.

- Online banking.

Chairman

___/___/2022