

Draft Minutes
of a meeting of the
Yatton Parish Council
Finance, Personnel and Administration Committee
held on
24 July 2023

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

Meeting Commenced: 7.30 p.m.

Meeting ended: 8.35 p.m.

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

In attendance: Clerk Aleana Baird and one member of the public.

MATTERS FOR DECISION

FIN 14/23: Apologies for Absence

Apologies had been received from Councillor David Crossman.

FIN 15/23: Declarations of Interest

Councillor Jonathan Edwards declared a non-disclosable pecuniary interest in agenda item 7 as one of the grants was from Yatton Village Hall and his wife was Chair of the hall's Management Committee.

MATTERS FOR INFORMATION

PUBLIC PARTICIPATION

FIN 16/23: Public participation.

NONE.

MATTERS FOR DECISION

FIN 17/23: To confirm the minutes of the Finance, Personnel & Administration Committee meeting held on 12th June 2023.

RESOLVED: the minutes of the meeting held on 12th June 2023 were approved as a correct record and signed by the Chairman.

FIN 18/23: 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 19/23: Finance

To authorise payments, to note receipts and petty cash payments for July 2023.

RESOLVED: To authorise payments, note receipts and petty cash payments for July 2023.

***** The Committee allowed the member of the public to speak and provide additional information regarding three of the grants being considered under the next agenda item.**

FIN 20/23: To consider grant applications for this financial year.

The Committee discussed each application and any accompanying information. It was noted that grant applications had not been received from either the Brownies or MS Therapy which was unusual.

RESOLVED: to award the following grants:

Wellspring Counselling £1,000.
Yatton Music Society £300
Vision North Somerset £1,000
Yatton 2nd Guides £350
Repair Café £475.53
Yatton Village Hall £1,258.44
Yatton PACT £170
Great Western Air Ambulance £1,000
Court De Wyck - unsuccessful

This left a general grant balance £4,479 for 2023-24.

FIN 21/23 To review the Equality Policy.

RESOLVED: to approve and re-adopt the Equality Policy without amendment.

FIN 22/23 To review the Community Engagement Policy.

RESOLVED: to approve and re-adopt the Community Engagement Policy subject to a number of amendments.

MATTERS FOR INFORMATION**FIN 23/23: Clerks Report.**

- i) The external auditor had asked for further clarification regarding the variance explanation for the increase in staff costs (now provided), a difference in the answers on Trust Funds on the Internal Auditors Annual Report and section 1 of the AGAR (the Internal Auditor had confirmed it was an error on his part and he was happy to restate his report should this be required) and copies of the Cadbury Hill bank accounts (now provided but had never been asked for previously).
- iii) The Clerk was going to a free training seminar at the Webbington Hotel on Health & Safety, HR and Employment 3rd August 2023.

FIN 24/23: Future agenda items.

- None

Chairman

____/____/2023