



YATE TOWN COUNCIL

Members of the Public wishing to attend the online virtual meeting – please contact the Town Council via info@yatecouncil.gov.uk joining details will be provided

15 July 2020

You are hereby invited to attend a Meeting of the **FINANCE AND GOVERNANCE COMMITTEE** of **Yate Town Council** to be held virtually on Tuesday 21 July 2020 from 6.30pm until 7.30pm for the purpose of transacting the business set out in the Agenda below.

Hayley Townsend

Hayley Townsend
Town Clerk

AGENDA

In the exercise of Council functions, Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivering services under the public sector Equality Duty and Equality Act 2010.

1. Apologies for absence. To **NOTE** that the Town Clerk has delegated powers to grant leave of absence for any councillor affected by the Coronavirus pandemic, in accordance with minute no. 129/1(a) of the Full Council meeting held on 25th February 2020.

2. Declaration of Interest under the Localism Act 2011

Members who consider that they have an interest are asked to: (a) State the item number in which they have an interest, (b) The nature of the interest, (c) Whether the interest is a disclosable pecuniary interest, non-disclosable pecuniary interest or non-pecuniary interest.

3. To receive any requests for dispensations.

4. Public Participation Session with respect to items on the Agenda.

5. To receive and approve the minutes of the Finance & Governance Committee meetings held on: 09 June 2020. <http://www.yatecouncil.gov.uk/downloads/finance-and-governance/minutes-finance-and-governance/>

6. To consider the following matters contained in the Clerk's Report:

ITEMS FOR NOTING:

1 To **NOTE** actions taken following recommendations from the Environment & Community Committee meeting held on 7 July 2020

2 **Sealing and Signing of Town Council Documents**
2/1 Documents for Signing/Sealing.

3 **Accounts/Finance**

Cont...

- 3/1 Accounts for Payment
3/2 Bank Card Readers – see item 9 Items for Discussion & Approval
3/3 Bank Reconciliations
3/4 Banking & Investment
3/5 Covid-19 Funding Support – see item 9 Items for Discussion & Approval
3/6 Receiving Credit /Debit Card Payments
3/7 Direct Debit & Standing Orders
3/8 Fees and Charges
3/9 Fundraising
3/10 Income & Expenditure to 30.06.2020 – see item 9 Items for Discussion & Approval
- 4 Premises**
4/1 Booking
4/2 Sunnyside Bowling Club
4/3 YMCA – see item 9 Items for Discussion & Approval
4/4 YOSC
- 5 Sub-Committee Reports**
5/1 Grants and Finance Sub-Committee
a) Grants 2020/2021– see item 9 Items for Discussion & Approval
b) Start Up Grants
5/2 Service Level Agreements
a) Citizens Advice Bureau
5/3 Staffing and Governance
a) Staffing
b) External Audit
5/4 IT – Website Review Sub-Committee
- 6 Town Council Representatives on Outside Bodies which report to the Finance & Governance Committee**
6/1 ALCA Regional Committee
6/2 NALC Larger Councils' Group
- 7 Consultations**
7/1 Current Consultations
a) Community Venues in South Gloucestershire Grants 2020/2021– see item 9 Items for Discussion & Approval
b) Other Consultations
7/2 Consultation Responses
7/3 Urgent Consultation Documents
- 8 YOSC Athletics & Track Facility Project Steering Group**
8/1 Project Steering Group
- 9 ITEMS FOR DISCUSSION AND APPROVAL**
Item nos:
3/2 Bank Card Readers
3/5 Covid 19 Funding – Financial Support for Local Councils
3/10 Income & Expenditure to 30.06.2020
4/3 YMCA
5/1 Grants 2020/2021
7/1 Current Consultations
- 10 Confidential Items**

In view of the confidential nature of the business to be transacted, pursuant to the Public Bodies (Admission to Meetings) Act 1960 etc, it is advisable in the public interest that if a confidential session is required, any members of the press or public present be excluded, and they be instructed to withdraw.

No Confidential Items have been identified

11 Consideration of Impact of Decisions on Climate and Waste

If you are a member of the public & wish to join this meeting please call 01454 866506 to request password