



ADVISORY MEETING of the members of Yate Town Council's Finance and Governance Committee

2 February 2022

This is an **advisory** meeting of members of the **Finance and Governance Committee** of **Yate Town Council** to be held remotely via Zoom on **Tuesday 8th February** between 7.00pm – 8.30pm for the purpose of transacting the business set out in the agenda below.

This meeting has no decision-making powers as the power which enabled local councils to meet remotely during the Covid-19 pandemic has been rescinded by central government. Therefore, this meeting will serve to advise and inform the clerk to the council, to whom delegated powers have been granted to take decisions until face-to-face meetings can safely resume. Members of the public are warmly welcome to join the meeting and raise any matters under Item 4 - Public Participation.

Join Zoom Meeting

<https://us06web.zoom.us/j/91325093979?pwd=WUZVRFdaVXBYVTQyU0oybEFZejVKdz09>

Meeting ID: 913 2509 3979

Passcode: 857314

One tap mobile

+441314601196,,91325093979#,,,,*857314# United Kingdom

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. To elect Chair of the advisory meeting.
2. Apologies for Absence.
3. Declarations 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.

4. Public Participation Session with Respect to Items on the Agenda
5. To Receive the Notes for the Finance and Governance Advisory Meeting Held on 07 December 2021

<https://yatetowncouncil.gov.uk/finance-and-governance-meetings>

6. To Consider the Following Items on the Clerk's Report:

- 1 Items for Consideration from the Advisory Meeting of Members of the Environment and Community Committee held on 25 January 2022**

- 2 Sealing and Signing of Town Council Documents**

- 2/1 Documents for Signing/Sealing
- 2/2 Urgent Documents for Signing/Sealing

- 3 Accounts/Finance**

- 3/1 Accounts for Payment
- 3/2 Bank Reconciliations
- 3/3 Banking Arrangements
- 3/4 Fundraising



- 4 Premises**
 - 4/1 Bookings
 - 4/2 Leases

- 5 Sub-Committee Reports**
 - 5/1 Staffing and Governance Sub-Committee - governance

- 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
 - 7/2 Consultation Responses
 - 7/3 Urgent Consultations

- 8 Items for discussion**
 - 8/1 Accounts and Finance
 - (a) Income and Expenditure Report to 31 December 2021
 - (b) Multi Activity Building Earmarked Reserve
 - 8/2 Fidelity Insurance
 - 8/3 Internal Auditor
 - 8/4 Sunnyside Bowling Facility
 - (a) Facility Licence
 - (b) Alcohol Licence

- 9 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.



- 9/1 Confidentiality Confirmation
- 9/2 Items to be viewed under confidential session
 - (a) Banking Arrangements
 - (b) Staffing and Governance Sub-Committee – staffing (*confidential owing to employment matters*)
- 9/3 Return to Open Session

10 Consideration of Impact of Decisions on Climate and Waste