

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

1 April 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 7 April 2020 from 7.30pm until 9.00pm 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: 12 June 2018, 24 July 2018, 9 October 2018, 4 December 2018, 5 February 2019, 9 April 2019, 11 June 2019, 23 July 2019, 8 October 2019, 3 December 2019 and 4 February 2020 (copies of which can be found via the following link: <http://www.yatetowncouncil.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 action taken following recommendations from the Environment & Community Committee meeting held on 21 January 2020**
- 2 **Sealing and Signing of Town Council Documents**
2/1 Documents for Signing/Sealing.

Cont...

3 Accounts/Finance

- 3/1 Accounts for Payment
- 3/2 Fundraising
 - (a) Fundraising Report
 - (b) MAF Funding
 - (c) YOSC Multi Activity Community Building (YOSC MAB)
- 3/3 Financial Effects on Yate Town Council Finances Following the Outbreak of COVID - 19

4 Premises

- 4/1 Sunnyside Bowling Club

5 Sub-Committee Reports

- 5/1 Grants and Finance Sub-Committee
 - a) Grants
- 5/2 Service Level Agreements
 - a) LPW
- 5/3 Priorities & Strategy Scrutiny Working Group
- 5/4 Staffing and Governance
 - a) Sub Committee Meeting
 - b) AGAR
 - c) Staffing of a booking (taken under confidential items)
 - d) Avon Pension Fund - Scheme Advisory Board's (SAB) update on McCloud
- 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
- 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 APPROVAL

- 9/1 Direct Debits, Standing Orders & BACs Payments
- 9/2 Insurance
- 9/3 Service Level Agreements
 - b) Citizens Advice Bureau

10 Consideration of Impact of Decisions on Climate and Waste

11 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.

Item 5/3 c) Staffing of Booking (Confidential due to staffing information being available)