

**CONGLETON TOWN COUNCIL**

**MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE**  
**held on 20<sup>th</sup> October, 2011**

**PRESENT**      Councillors

G R Edwards (Chairman)  
Mrs J D Parry (Vice-Chairman)  
D Fletcher  
Mrs S A Holland  
D A Parker

**1. APOLOGIES**

Apologies for absence were received from Cllrs G Baxendale, D T Brown, M J Hutton and D S Martin.

**2. MINUTES**

**FAP/16/1112 RESOLVED:** That the Minutes of the Meeting of the Committee held on 8<sup>th</sup> September, 2011 be agreed and signed by the Chairman.

**3. DECLARATIONS OF INTEREST**

Members are requested to declare both "personal" and "Personal and prejudicial" interests as early in the meeting as they become known.

Councillor D Parker declared a personal interest in item 15.

**4. OUTSTANDING ACTIONS**

There were no outstanding actions.

**5. GRANT APPROVALS & COMMITMENTS 2011/12**

A summary of grant approvals and commitments was considered by the committee and it was noted that £13,850 is available for grants.

**FAP/17/1112 RESOLVED:** That the grant summary be received.

**6. NEW APPLICATIONS FOR FINANCIAL ASSISTANCE**

i)      **Astbury Mere Trust.**

Peter Minshull on behalf of Astbury Mere provided a brief presentation of their proposed project for a new visitors centre.

ii)     **230 (Congleton) Squadron ATC.**

The committee considered that as both applications were requesting a considerable sum of money, that this was beyond the remit of the committee to consider.

**FAP/18/1112 RESOLVED THAT:**

1. To provide as much assistance as possible to help both organisations attract grants.
2. To form a committee of 3 or 4 councillors to meet with Astbury Mere and the A.T.C.

**7. LETTER OF THANKS**

It was noted that letters of thanks were received from Congleton Team Parish thanking the Town Council for the grant towards the maintenance of St. Peter's Church Clock.

**8. MANAGEMENT ACCOUNTS FOR APRIL-AUGUST 2011**

**FAP/19/1112 RESOLVED** – That the Management Accounts be received.

**9. MINUTES OF STRATEGY WORKING GROUP**

**FAP/20/1112 RESOLVED** – That the minutes of the Strategy Working Group meeting held on 8<sup>th</sup> June, 2011 be adopted.

**10. INTERNAL AUDIT**

The members considered the Internal Audit Report and its subsequent recommendations undertaken by Auditing Solutions Ltd.

**FAP/21/1112 RESOLVED:** That the report be received and its recommendations be implemented and adopted.

**11. RISK ASSESSMENT**

The business risk assessment evaluation was presented to the committee for consideration.

**FAP/22/1112 RESOLVED:** That the Business Risk Assessment for 2011-12 be received.

**12. BUSINESS PLAN 2011-12**

A half yearly review of progress on the objectives set out in the Business Plan for 2011-12 was reviewed by the members.

**FAP/23/1112 RESOLVED:** That the review of the Business Plan 2011-12 be received.

**13. CONGLETON COMMUNITY PROJECTS**

A report setting out the progress and activities undertaken by Community Projects this year was presented to the Committee for consideration.

**FAP/24/1112 RESOLVED That:-**

1. The report be received.
2. Jo Money to be invited to give a presentation to the next meeting of Finance & Policy.

**14. VISYON**

Correspondence from Joanne Speed, Chief Executive of Visyon, thanking the Town Council for the grant award for Fellowship House was considered.

**FAP/25/1112 RESOLVED That:-**

1. The correspondence be received.
2. The Clerk to write to Visyon stating that the Council would prefer to retain the name of Fellowship House.

**15. ROTARY CLUB BONFIRE EVENT**

The committee considered a request to underwrite any losses incurred as a consequence of the Rotary Club organising the Bonfire Event for 2011.

**FAP/26/1112 RESOLVED:** That a maximum of £5000 be earmarked to underwrite any potential losses incurred by the organisers of the event.

**16. VETERANS OF ROYAL NETHERLANDS BRIGADE “PRINCESS IRENE”**

It was noted that Veterans of the Royal Netherlands Brigade of “Princess Irene” will be visiting Congleton on the 5<sup>th</sup> November and will be transporting the sword presented to the Mayor in the last Civic Year. The committee also considered the entertainment arrangements required to host the visitors from Holland.

**FAP/27/1112 RESOLVED:** That a budget of £1500 with a contingency of £500 be approved to finance the visit.

**17. VIREMENTS**

**FAP/28/1112 RESOLVED:** That a sum of £400 be vired from the Mayor’s allowance to Civic Expenses.

**18. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**

There was no resolution to exclude the press and the public.

G. R. EDWARDS  
CHAIRMAN