

6. NEW APPLICATIONS FOR FINANCIAL ASSISTANCE

FAP/26/1213 RESOLVED That:

- i) **Congleton Jazz & Blues Festival (retrospective application) – S145**
Grant deferred, Congleton Jazz & Blues Festival organisers requested to provide a full set of accounts for the event for further consideration.
- ii) **St Peter's Church – S215**
That a grant of £650 be approved...
- iii) **Congleton High School – S137**
That a grant of £300 be approved provided equipment can be used by other disabled students.

7. NEW GRANT ACTIVITIES MONITORING FORMS

A grant monitoring form which is to be used by all grantees to provide feedback on the successful use of funds provided by the Town Council was considered.

FAP/27/1213 RESOLVED: That the grant monitoring form to be used for all successful grant applications.

8. MANAGEMENT ACCOUNTS FOR APRIL - AUG 2012

FAP/28/1213 RESOLVED: That the Management Accounts for August be received.

9. ROTARY BONFIRE EVENT

The committee considered a request to underwrite any losses incurred as a consequence of Congleton Rotary Club organising the 2012 Bonfire Event.

FAP/29/1213 RESOLVED: That a maximum of £5,000 be earmarked to underwrite any potential losses incurred by the organisers of the event.

10. ANNUAL AUDIT 2011-12

FAP/30/1213 RESOLVED: To approve the 2011-2012 Annual Auditors' opinion and report.

11. APPOINTMENT OF EXTERNAL AUDITOR AND FEES

Correspondence from the Audit Commission confirming its appointment of new external auditors for 5 years from 2012-2013 was considered.

FAP/31/1213 RESOLVED: To receive and note that BDO LLP have been appointed as the Town Council's auditors for the next 5 years from 2012-2013.

12. INTERNAL AUDIT REPORT

The Internal Audit report and recommendations was considered.

FAP/32/1213 RESOLVED: That the report be received and actions noted be approved.

Review of Corporate Governance

1. In order that members may demonstrate consideration of the relevant powers to be relied on, the minutes should also identify those powers.

Relevant powers will be included in all grant applications.

2. The Council should ensure compliance with its own regulatory framework and ensure that a form Register of tenders received and opened is maintained: ideally, a similar record should be maintained for any significant quotations in accordance with.

A tender register will be maintained when undertaking all tender applications.

3. The Council should ensure that it complies with national legislation and does not continue to make a separate allowance payment to the Deputy Mayor.

The Council will consider this at the next meeting of the Town Council.

Asset and Management of Risks

1. The Council should consider the level of Fidelity Insurance cover and formally minute their deliberations and conclusion identifying any basis for setting a level below the Audit Commission recommended level.

The Town Clerk will contact the Insurance Company and increase the Fidelity Insurance appropriately once the outcome of Devolved Services is known which will have an impact on this issue.

Review of Income

1. The Finance officer should take appropriate action to “write-off” the few unmatched receipts to appropriate income codes, thereby removing the detail from the Sales ledger.

This has been actioned.

13. GRANT AND FUNDING POLICY

The committee considered changes to the Grant Funding Policy, in particular clauses 11 and 17.

FAP/33/1213 RESOLVED: To approve the amended Grant and Funding Policy.

14. COMMUNITY PROJECTS

Noted that this item will be deferred to the November meeting of the Finance and Policy Committee.

15. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

FAP/34/1213 RESOLVED: That in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and the press be excluded from the meeting for the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information or staff matters.

16. BUDGET 2013 - 2014

The Town Clerk outlined some of the main factors that will be taken into account when preparing the 2013-2014 Budget.

17. AOB

Cllr Baxendale requested that the Committee consider refunding the 4 month balance of the rent paid by community Projects who will be leaving the Town Hall in December 2012.

J D Parry
Vice Chairman