

## CONGLETON TOWN COUNCIL

### MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE HELD ON THURSDAY 23<sup>rd</sup> October 2014

#### **PRESENT**

Councillors

P Bates  
R I Brightwell  
G Brittain  
D T Brown  
G R Edwards (Chairman)  
Mrs. S A Holland  
Mrs A M Martin  
D Murphy (Town Mayor)  
Mrs J D Parry (Vice Chairman)  
N T Price  
Mrs E Wardlaw

#### **1. APOLOGIES**

Apologies for absence were received from Cllr G Baxendale and D A Parker.

Apologies were also received from Cllrs Ms. L Bours, G P Hayes and G S Williams who are not members of this particular Committee.

#### **2. MINUTES**

**FAP/18/1415 RESOLVED** that the Minutes of the Meeting of the Committee held on 28<sup>th</sup> August 2014 be agreed and signed by the Chairman.

#### **3. DECLARATIONS OF INTEREST**

Members are requested to declare both "pecuniary" and "non-pecuniary" interests as early in the meeting as they become known.

Cllr D T Brown declared a non-pecuniary interest in any matters relating to Cheshire East Borough Council and abstained from voting on item GR15/1415.

Cllr P Bates declared a non-pecuniary interest in items GR/14/15/16/1415 and 18 (Citizens Advice Bureau & Congleton Community Projects).

Cllr D Murphy declared a non-pecuniary interest in items GR/17/1415 and 14.

Cllr N T Price declared a non-pecuniary interest in items GR/15/1415.

#### **4. OUTSTANDING ACTIONS**

There are no outstanding actions.

**5. GRANT APPROVALS AND COMMITMENTS 2014-2015**

A summary of grant approvals and commitments was considered by the Committee and it was noted that £14,344 is available for grants in 2014-15.

**FAP/19/1415 RESOLVED** that the grant summary be received.

**6. NEW APPLICATIONS FOR FINANCIAL ASSISTANCE**

**FAP/20/1415 RESOLVED** that:-

**i. GR 13/1415 – Bromley Friendship Group**

A grant of £250 to be approved.

**ii. GR 14/1415 – St Peter’s Church**

A grant of £250.80 be approved.

**iii. GR 15/1415 – Congleton Town Football Club**

A grant of £1500 be approved.

**iv. GR 16/1415 – Ruby’s Fund**

A grant of £500 be approved with a request that this is used to sponsor the Sensory Room on behalf of the Town Council.

**v. GR 17/1415 – St Peter’s Church**

A grant of £1000 be approved.

**7. NEW GRANT ACTIVITIES MONITORING FORMS**

There are no new Grant Activities Monitoring forms.

**8. MANAGEMENT ACCOUNTS FOR APRIL 2013- SEP 2014**

**FAP/21/1415 RESOLVED** that the Management Accounts for September 2014 be received.

**9. BANK RECONCILIATION**

**FAP/22/1415 RESOLVED** that the bank reconciliation for September 2014 be approved.

**10. LIST OF PAYMENTS**

**FAP/23/1415 RESOLVED** that the Payments List between 1<sup>st</sup> April 2014 to 30<sup>th</sup> September 2014 be approved.

## **11. EXTERNAL AUDIT REPORT**

The External Audit report was received.

**FAP/24/1415 RESOLVED that: -**

1. The report be received.
2. The action required on ensuring minutes were signed was noted.

## **12. INTERNAL AUDIT REPORT**

The Internal Audit report 2014-15 produced by Auditing Solutions Ltd was considered. It was noted that no remedial actions were required.

**FAP/25/1415 RESOLVED that** that the report be received.

## **13. RECOMMENDATIONS FROM OTHER COMMITTEES**

**THC/08/15**

Replacing the guttering on the Grand Hall roof be approved at a cost of £3920 + VAT.

**FAP/26/1415 RESOLVED that** the expenditure of £3920 + VAT for replacement guttering on the Town Hall roof, recommended by the Town Hall Committee, be approved.

## **14. ROTARY BONFIRE EVENT**

A request from Congleton Rotary Club to underwrite any losses arising out of the Bonfire Event to be held on 1<sup>st</sup> November 2014 was considered.

**FAP/27/1415 RESOLVED that** the Town Council underwrite any potential losses on the event up to a maximum value of £5000.

## **15. FUNDING FOR YOUTH COUNCIL**

A request to provide the Youth Council with funding to visit the Houses of Parliament was discussed.

**FAP/28/1415 RESOLVED that** a sum of circa £500 be provided to fund the visit, but, the Youth Council to request via Fiona Bruce MP, that they meet with Senior Politicians including George Osborne.

## **16. FLORAL DISPLAYS**

A report on the work of the Floral Arrangement Working Group and associated costs was considered.

**FAP/29/1415 RESOLVED that** the report be received.

## **17. DIGITAL DISPLAY UNIT**

A report on the purchase of the Digital Display Unit was discussed including an update on the latest situation with Simnet regarding the supply of the unit. A considerable discussion took place regarding the placement of the order and deposit paid.

**FAP/30/1415 RESOLVED that** a small working party should be set up to ensure that when such an order for equipment is made in the future, there is a set of procedures in place to be included in the Financial Regulations.

## **18. BUDGET 2015-16**

Reports from the Citizens Advice Bureau (CAB), The Congleton Partnership and Congleton Community Projects were considered, as was a report of Streetscape activities throughout the year which included a proposal for the budget for 2015-16.

**FAP/31/1415 RESOLVED that:-**

1. The reports from the CAB, The Congleton Partnership, Congleton Community Projects and Streetscape be received.
2. The CAB, The Congleton Partnership, and Congleton Community Projects be requested to attend the next meeting of the Finance and Policy Committee to provide a short presentation.

Mr. G.R. Edwards  
Chairman