CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE HELD ON THURSDAY, 31ST MAY, 2012

PRESENT Councillors G R Edwards (Chairman)

Mrs D S Allen
L D Barker
G Baxendale
R I Brightwell
G P Hayes
Mrs S A Holland
Mrs A M Martin
D Murphy
D A Parker
Mrs J D Parry

1. APOLOGIES

Apologies for absence were received from Councillors D T Brown and N T Price and Mrs E Wardlaw who is non member of this particular committee.

2. MINUTES

FAP/01/1213 RESOLVED: That the Minutes of the Meeting of the Committee held on 29th March, 2012 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.

Cllrs D A Parker and G P Hayes declared a personal interest in item 7 i.

Cllrs G Baxendale, D Murphy and D A Parker declared a personal interest in item 8.

4. **OUTSTANDING ACTIONS**

There are no outstanding actions.

5. NOTES OF STRATEGY WORKING GROUP

FAP/02/1213 RESOLVED: That the notes of the Strategy Working Group meetings held on the 24th April and 17th May, 2012 be approved and signed by the Chairman.

6. GRANTS APPROVALS AND COMMITMENTS 2011/12

A summary of grant approvals and commitments was considered by the committee and it was noted that £19,350 is available for grants.

FAP/03/1213 RESOLVED: That the grant summary be received.

7. NEW APPLICATIONS FOR FINANCIAL ASSISTANCE

FAP/04/1213 RESOLVED That:

i) Buglawton Community Group

That a grant of £500 be awarded.

ii) Congleton Disabled Access Group – Congleton Independent Living Centre

To be deferred to the next meeting, the Clerk to seek further clarification on the application for a grant.

iii) Congleton Disabled Access Group - Disability Access Audits

To be deferred to the next meeting.

iv) St Peter's Churchyard

That a grant of £650 be approved to pay for one cut. The Clerk to write to Cheshire East Council to recoup this cost.

v) Congleton Museum Trust

That a grant of £250 be approved.

vi) Congleton Harriers

That a grant of £250 be approved on the proviso that if there are surplus funds being donated to charity, the Town Council has the opportunity to select which charity £250 is being donated to.

8. CONGLETON COMMUNITY PROJECTS

The committee considered a request from Congleton Community Projects to cease paying rent on the room the Town Council provides.

FAP/05/1213 RESOLVED That:

- 1. That Congleton Community Projects be provided with a room rent free.
- 2. That Community Projects be asked to move to the office at the rear of the Town Hall.

9. SEARCH AND RESCUE DOG

A letter from the National Search and Rescue Dog Association be considered by the committee.

FAP/06/1213 RESOLVED: That the request for a grant be refused.

10. LETTERS OF THANKS

The letter of thanks from the Sol Theatre School was received and noted.

11. ANNUAL RETURN, ANNUAL GOVERNANCE STATEMENT AND ANNUAL ACCOUNTS 2011-12

a. The Annual Governance statement for the year ended 31st March 2012 was presented to the committee for consideration.

FAP/07/1213 RESOLVED: That the Annual Governance Statement for the year ended 31st March 2012 be received and approved.

b. The Annual Accounts for 2011-12 were considered by members.

FAP/08/1213 RESOLVED: That the Annual Accounts for 2011-12 be approved.

12. INSURANCE REVIEW

The Insurance Schedule for 2012-13 which sets out the insurance terms and policy schedule for the next 12 months was considered.

FAP/09/1213 RESOLVED: That the Insurance Schedule for 2012-13 be approved.

13. INTERNAL AUDIT REPORT

The Internal Audit Report 2011-12 produced by Auditing Solutions Ltd was presented to the committee. It was noted that there was one recommendation made by the Auditor which had already been actioned.

FAP/10/1213 RESOLVED: That the Internal Audit Report and accompanying recommendation be received.

14. APPOINTMENT OF EXTERNAL AUDITOR

Correspondence from the Audit Commission confirming that BDO LLP will audit the Annual Return of Congleton Town Council for 5 years from 2012-13.

FAP/11/1213 RESOLVED: That the correspondence be received and noted.

15. CHEQUE SIGNATORIES

FAP/12/1213 RESOLVED: That the addition of Councillor D Murphy as a cheque signatory be approved.

16. ASSET REGISTER

The Asset Register & Inventory which sets out all of the various assets owned by the Town Council was presented for scrutiny by the members.

FAP/13/1213 RESOLVED: That the Asset Register be received and approved.

17. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

There was no resolution to exclude the press and public.

G R Edwards Chairman