

CONGLETON TOWN COUNCIL

Minutes of the Meeting of the Finance & Policy Committee Held on Thursday 7th June 2018

PRESENT - Councillors

Committee Members

J G Baggott
R Boston
G R Edwards (**Chairman**)
Mrs. S A Holland (Deputy Town Mayor)
Mrs A E Morrison
Mrs J D Parry (**Vice Chairman**)
M A Walker

Non-Committee members

Cllr Mrs S Akers Smith (Town Mayor)
Cllr Mrs A M Martin

1. Apologies

Apologies for absence were received from Committee members Cllrs P Bates and Mrs E Wardlaw and non-committee members Cllrs D T Brown and G S Williams.

2. Minutes

FAP/01/1819 RESOLVED that the Minutes of the Meeting held on 22nd March 2018 be approved and signed by the chairman subject to the apologies given by Cllr Mrs A E Morrison are noted and minutes amended.

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 J G Baggott declared a non-pecuniary interest in matters relating to Cheshire East Council and a pecuniary interest for item 18 Shop Front Improvement Grants.

4. Outstanding Actions

There were no outstanding actions.

5. Questions from members of the Public

To receive 7 days prior to the meeting any questions from Members of the Public including those received in writing

There were no questions from members of the public

6. Grant Approvals and Commitments 2018-19

To receive a statement showing the current position.

FAP/02/1718 RESOLVED that the grant summary be received.

7. New Applications for Financial Assistance

FAP/03/1819 RESOLVED that the following grant be awarded:-

- **GR/03/1819** – Congleton Harriers £250

FAP/04/1819 RESOLVED that the following grants be deferred

- **GR01/1819** - Supporting Well-Being and Nurturing Strength
Action: Congleton Town Council officers to discuss with applicant the sustainability of the project.
- **GR02/1819 - SOL Theatre School**
Action: Deferred due to dates within application.

8. New Grant Activities Monitoring Forms

FAP/05/1819 RESOLVED that the following new Grant Activities Monitoring Forms be received:

- **Congleton Jazz and Blues - Original Grant ref GR 10/1718**
- **Congleton Museum – Original Grant ref GR 20/1718**
- **St Peter’s Church – Project Update Letter**

9. Management Accounts

FAP/06/1819 RESOLVED to receive and approve the management accounts to 31st March 2018.

10. Bank Reconciliation

FAP/07/1819 RESOLVED to receive and consider the bank reconciliation as at 30th April 2018.

11. List of Payments

FAP/08/1819 RESOLVED to receive and consider the Payments List between 1st February and 31st March 2018 and 1st April – 30th April 2018.

12. Asset Register

FAP/09/1819 RESOLVED to receive and approve the Asset Register for year ending 31st March 2018 and that the Constitution be updated accordingly.

13. New Privacy Policy for Congleton Town Council

To receive a report from the Town Centre and Marketing Manager to approve the Data Privacy Notice and include it within the Town Council Constitution.

FAP/10/1718 RESOLVED to note the Data Privacy Policy.

14. Amendment to Grant Application Forms and Policy

To receive a report from the Town Centre and Marketing Manager with regards to an amendment to Grant Application Forms and Policy.

FAP/11/1819 RESOLVED to receive the amendments to the Grant Application Forms and Policy

15. CCTV Policy and Signage

To receive a report and amendments regards to the CCTV Policy and signage.

FAP/12/1819 RESOLVED to receive the amendments to the CCTV Policy and signage and the Constitution be update accordingly.

16. Bowling Green Mower

To receive a report from the Streetscape Development Manager to approve a request purchase a new Bowling Green Mower.

FAP/13/1819 RESOLVED to approve expenditure up to £3735, subject to requesting a reduction in the asking price.

17. Insurance Review 2018-19

To receive a report from the Chief Officer with regards to the insurance review.

FAP/14/1819 RESOLVED to receive the Insurance review report.

18. Shop Front Improvement Grant

To receive a progress report from the Town Centre and Marketing Manager on the Shop Front Improvement Grant.

FAP/15/1819 RESOLVED to receive the report on the shop Front Grant Scheme and to extend the scheme to include the Hightown area.

**Cllr G R Edwards
(Chairman)**