

CONGLETON TOWN COUNCIL

Minutes of the Finance and Policy Committee Meeting held on Thursday 30th September 2021

****Please note – These are draft minutes and will not be ratified until the next meeting of the Finance & Policy Committee**

For the papers discussed at the meeting, please see the [Meeting Agenda of the Finance and Policy Committee held on 30th September 2021](#)

PRESENT Committee members:

Cllr Robert Douglas (Chair)
Cllr Russell Chadwick (Vice Chair)
Cllr Jean Parry
Cllr J Smith
Cllr R Moreton

Non-committee member/s: Cllr Kay Wesley

Also present:

Congleton Town Council Officers:

- David McGifford (Chief Officer)
- Serena Van Schepdael (Responsible Financial Officer)
- 1 Member of the press

Apologies

Members of each committee are respectfully reminded of the necessity to submit any apologies for absence in advance and to give a reason for non-attendance.

Apologies were received from:

Committee members:

Cllr D Brown
Cllr S Akers Smith
Cllr D Amies
Cllr P Duffy
Cllr G Hayes
Cllr D Murphy (Mayor)

1. Minutes of Previous Meetings

FAP/25/2122 RESOLVED to approve the [minutes of the Finance & Policy Committee held on 29th July 2021.](#)

2. Declarations of Interest

Cllr Rob Moreton declared a non-pecuniary interest on any matters relating to Cheshire East Council.

3. Outstanding Actions

There were no outstanding actions from previous meetings.

4. Questions from Members of the Public

There were no questions from members of the public.

5. Urgent Items

There were no urgent items raised at the meeting.

6. Grant Approvals and Commitments 2021/22

FAP/26/2122 RESOLVED to receive the statement showing the current position as at 31st July 2021.

7. New Applications for Financial Assistance

FAP/27/2122 RESOLVED to award the following grants:

- **Grant ref GR06/2122 – Heath View Garden Residents** - £250 towards plants and pots for a planting project.
- **Grant ref GR07/2122 – The Green Tree House** - £2,000 towards the purchase of subsidised stock for their social supermarket.

8. New Grant Activities Monitoring Forms

There were no New Grant Activities Monitoring forms received.

Action: To promote and market the Council Grant Scheme

9. Review and Amendments to the Financial Regulations

FAP/28/2122 RESOLVED to approve the updates to the Financial Regulations and to recommend the updates and changes to Council on 21st October 2021 for inclusion in the Council's constitution.

10. Artifacts and Treasures Revaluations

FAP/29/2122 RESOLVED to receive the updated revaluations on the Council's Artifacts and Treasures.

11. Notice of Conclusion of Audit for 2021

FAP/30/2122 RESOLVED to receive the final audit for year ending 31st March 2021 from the External Auditors and to recommend to Council on 21st October 2021 for approval.

12. Bonfire and Fireworks Display

FAP/31/2122 RESOLVED to approve to underwrite the costs for the Annual Rotary Bonfire Display, and to recommend this to Council on 21st October 2021 that in the event of any losses Council approve the spend from Ear Marked Reserves of up to £5,000.

13. First Floor Improvement Grant

FAP/32/2122 RESOLVED to agree the proposal and in accordance with our Financial Regulations, recommended this to Council for approval along with the request for Council to approve spends from the relevant Budget line/Ear Marked Reserve.

14. Direct Debit and BACS approval

FAP/33/2122 RESOLVED to:

- 1) note the Direct Debit list
- 2) approve that Direct Debit payments continue for relevant suppliers
- 3) approve that payments by BACS transfer to pay suppliers continues
- 4) recommend 1, 2 and 3 to Council on 21st October 2021 for approval in line with our Financial Regulations.

15. Management Accounts

FAP/34/2122 RESOLVED to receive and consider the Management Accounts 31st July 2021.

16. Bank Reconciliation

FAP/35/2122 RESOLVED to receive and consider the bank reconciliation as at 31st July 2021.

17. Savings Account Balances

FAP/36/2122 RESOLVED to receive and consider the Savings Account balances as at 31st July 2021.

18. List of Payments

FAP/37/2122 RESOLVED to receive and approve the Payments lists between 1st July and 31st July 2021.

**Cllr Robert Douglas
(Chair)**