

## CONGLETON TOWN COUNCIL

### Minutes of the Finance and Policy Committee Meeting held on Thursday 29<sup>th</sup> July 2021

For the papers discussed at the meeting, please see the [Meeting Agenda of the Finance and Policy Committee held on 29<sup>th</sup> July 2021](#)

PRESENT Committee members:

Cllr Robert Douglas (Chair)  
Cllr Russell Chadwick (Vice Chair)  
Cllr Jean Parry  
Cllr David Brown  
Cllr Denis Murphy (Mayor)  
Cllr Kay Wesley

**Ex Officio Member/s:**

**Non-committee member/s:**

**Also present:**

Congleton Town Council Officers:

- David McGifford (Chief Officer)
- Serena Van Schepdael (Responsible Financial Officer)

#### **1. 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: Cllrs Suzanne Akers Smith, Duncan Amies, Paul Duffy, George Hayes  
Rob Moreton and James Smith

#### **2. Minutes of Previous Meetings**

**FAP/15/2122 RESOLVED** to approve the [minutes of the Finance & Policy Committee held on 10<sup>th</sup> June 2021 and the Emergency meeting held on 1<sup>st</sup> July 2021.](#)

#### **3. Declarations of Interest**

Cllrs David Brown and Denis Murphy declared a non-pecuniary interest on any matters relating to Cheshire East Council.

#### **4. Outstanding Actions**

There were no outstanding actions from previous meetings.

## **5. Questions from Members of the Public**

There were no questions from members of the public.

## **6. Urgent Items**

It was requested that a review of the grants policy be added to the agenda of the next meeting for the committee to discuss.

## **7. Grant Approvals and Commitments 2021/22**

**FAP/16/2122 RESOLVED** to receive a statement showing the current position as at 30<sup>th</sup> June 2021, noting that as an update to the schedule the grant for New Life Church was paid in May 2021.

## **8. New Applications for Financial Assistance**

**FAP/17/2122 RESOLVED** to award the following grant:

- **Grant ref GR05/2122 – Congleton Live Community Interest Company Ltd (Congleton Jazz and Blues Festival)**  
£450.00 towards promotional materials for the festival.

## **9. New Grant Activities Monitoring Forms and Communication**

**FAP/18/2122 RESOLVED** to receive the report and that a deadline of March 2022 be set for previous financial year applicants to submit information for payment of the grant.

## **10. Regeneration Working Group**

**FAP/19/2122 RESOLVED** to receive the verbal update from the Regeneration Working Group. The update stated that the Working Group are working on a Grant Proposal to bring forward to the Finance and Policy Committee.

## **11. Management accounts**

**FAP/20/2122 RESOLVED** to receive the Management Accounts to 31<sup>st</sup> May 2021.

## **12. Bank Reconciliation**

**FAP/21/2122 RESOLVED** to receive the bank reconciliation as of 31<sup>st</sup> May 2021.

## **13. Savings Account Balances**

**FAP/22/2122 RESOLVED** to receive the Savings Account balances as of 31<sup>st</sup> May 2021.

**14. List of Payments**

**FAP/23/2122 RESOLVED to** receive and approve the Payments lists between 1<sup>st</sup> April and 31<sup>st</sup> May 2021.

**15. Internal Audit Report (Final Update)**

**FAP/24/2122 RESOLVED to** receive the final internal audit report 20/21 from Auditing Solutions Ltd which stated that there were no issues identified.

**Cllr Robert Douglas  
Chair**