

## **CONGLETON TOWN COUNCIL**

### **Minutes of the Finance and Policy Committee Meeting held on Thursday 26<sup>th</sup> January 2023**

**\*\*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 26th January 2023](#).

**PRESENT      Committee members:**

- CLlr Robert Douglas (Chair)
- CLlr Russell Chadwick
- CLlr Paul Duffy
- CLlr Denis Murphy
- CLlr James Smith
- CLlr David Brown
- CLlr Duncan Amies

**Non-Committee member:**

- CLlr Suzy Firkin
- CLlr Martin Amies

Also present:

Congleton Town Council Officers:

- David McGifford (Chief Officer)
- Serena Van Schepdael (RFO)
- 1 member of the public (Grant applicant)

#### **1. Apologies for absence**

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 Cllrs Jean Parry and Suzanne Akers Smith

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

**FAP/41/2223 RESOLVED** to approve and sign the [minutes of the Finance & Policy Committee held on 24<sup>th</sup> November 2022](#).

### **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 none.

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

There were none.

### **6. Urgent Items**

There were none.

### **7. Grant Approvals and Commitments**

**FAP/42/2223 RESOLVED** to receive a statement showing the current position as at 31<sup>st</sup> December 2022.

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

**FAP/43/2223 RESOLVED** to award the following grants:

- 8.1 Grant Ref 12/2223 The Old Saw Mill- **Awarded £750**
- 8.2 Grant Ref 13/2223 Congleton Harriers – **Awarded £425**
- 8.3 Grant Ref 15/2223 St Peter's Church- **Awarded £264**
- 8.4 Grant Ref 16/2223 Astbury Mere Trust Limited- **Application deferred.**
- 8.5 Grant Ref 17/2223 The Green Tree House:- **Awarded £750**

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

**FAP/44/2223 RESOLVED** to receive the New Grant Activities Monitoring Forms from:

- **9.1 Congleton Harriers**
- **9.2 Congleton Players**

### **10. Management Accounts**

**FAP/45/2223 RESOLVED** to note the three payments over £10,000 and to receive and approve the Management Accounts to 31<sup>st</sup> December 2022.

### **11. Bank Reconciliation**

**FAP/46/2223 RESOLVED** to receive and consider the bank reconciliation as at 31<sup>st</sup> December 2022.

**12. Savings Account Balances**

**FAP/47/2223 RESOLVED** to receive the Savings Account update and balances as at 31<sup>st</sup> December 2022.

**13. List of Payments**

**FAP/48/2223 RESOLVED** to receive and approve the Payments lists between 1<sup>st</sup> October and 31<sup>st</sup> December 2022.

**14. Appointment of Internal Auditor**

**FAP/49/2223 RESOLVED** to approve the appointment of Auditing Solutions Ltd the Internal Auditor for 2023/24.

**15. Reserve Policy**

**FAP/50/2223 RESOLVED** to approve the Reserve Policy with the suggested amendment and recommend to Council for approval and adoption into the Constitution.

**16. First Floor Improvement Grant Update (Enclosed)**

**FAP/51/2223 RESOLVED** to note the update.

**17. Resolution to exclude members of the press and public from item 18 due to private staff process matters.**

**FAP/52/2223 RESOLVED** to exclude item 18 from public and press.

**18. Drug and Alcohol Policy**

**FAP/53/2223 RESOLVED** to approve that a Drug and Alcohol Policy should be adopted but more detail and operational understanding would be required for approval.

**Cllr Robert Douglas  
(Chair)**