

CONGLETON TOWN COUNCIL

Minutes of the Finance and Policy Committee Meeting held on Thursday 26th January 2023

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 24th 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 31st 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 31st December 2022.

11. Bank Reconciliation

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

12. Savings Account Balances

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

13. List of Payments

FAP/48/2223 RESOLVED to receive and approve the Payments lists between 1st October and 31st 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)**