

**CONGLETON TOWN COUNCIL**

**COMMITTEE REPORTS AND UPDATES**

COMMITTEE:	Finance and Policy Committee																	
MEETING DATE AND TIME	13 <sup>th</sup> February 2025 7.00 pm	LOCATION	Congleton Town Hall															
REPORT FROM	Serena Van Schepdael: R.F.O																	
AGENDA ITEM	20																	
REPORT TITLE	Approval of Outside Bodies Support																	
Background	<p>As part of our Standing Orders an annual review of arrangements with bodies/businesses, Page 10 reference point:</p> <p><i>x. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.</i></p> <p>These appointments must be approved by the Council as business at the Annual Meeting each year, in accordance with our Standing Orders (Section 6J xi)</p>																	
Updates	<table><tr><td>Name</td><td>Area of Service</td><td>Information</td></tr><tr><td>DCK</td><td>Accountancy</td><td>Continuity, knowledge of our accounts, and access to support throughout the year. Knowledge of Town Councils. 1 annual visit. Full set of accounts and backup information provided from our year-end.</td></tr><tr><td>Auditing Solutions</td><td>Internal Audit</td><td>Continuity, knowledge of our accounts and of Town Council workings, and access to support throughout the year. 1 annual visit, 2 completed remotely.</td></tr><tr><td>DJH</td><td>Payroll Services</td><td>Continuity of service. On-hand knowledge and pension auto-enrolment. Remote.</td></tr><tr><td>ANSA</td><td>HR &amp; HS</td><td>Continuity, Remote, attendance at Town Hall when required, located in</td></tr></table>			Name	Area of Service	Information	DCK	Accountancy	Continuity, knowledge of our accounts, and access to support throughout the year. Knowledge of Town Councils. 1 annual visit. Full set of accounts and backup information provided from our year-end.	Auditing Solutions	Internal Audit	Continuity, knowledge of our accounts and of Town Council workings, and access to support throughout the year. 1 annual visit, 2 completed remotely.	DJH	Payroll Services	Continuity of service. On-hand knowledge and pension auto-enrolment. Remote.	ANSA	HR & HS	Continuity, Remote, attendance at Town Hall when required, located in
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			Middlewich/Crewe. Knowledge of Streetscape services.
	SAS Daniels	Legal Support	Continuity, Remote. Located in Congleton.
	Prism Network	ICT Support	Continuity, Remote, located in Congleton, local for site visits. Knowledge of Town Council procedures and workings.
	Eric Charlesworth Electrical Contractor	Electrical Services	Previous work completed, continuity of standards Local. (see MW)
	Chubb	Alarm & Fire Extinguishers Services/CCTV	Remote monitoring, visit for maintenance and serving. Out-of-hours cover.
	Otis Gartside	Lift Maintenance:	Annual maintenance visit, lifts serviced by manufacturers only.
<b>Financial</b>	All external support services are budgeted for via budget setting.		
<b>Environmental</b>	Considerations of impact on travel have been considered.		
<b>Equality and Diversity</b>	Our Equality and Diversity Policy will considered when sourcing new suppliers/services.		
<b>Decision Request</b>	To approve the external services for accounting year 2025-2026 and recommend this to Council for approval at the Annual Town Meeting.		