

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Council											
MEETING DATE AND TIME	12 th June 2025 7.00 pm	LOCATION	Congleton Town Hall									
REPORT FROM	Serena Van Schepdael: R.F.O											
AGENDA ITEM	8.5											
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. Per requirements the Internal Auditor is independent to Congleton Town Council.</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. Per requirements the Internal Auditor is independent to Congleton Town Council.
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	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 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.
	Should any of the below change, this will be presented to Finance and Policy Committee for review.		
Financial	All external support services are budgeted for via budget setting.		
Environmental	Considerations of impact on travel have been considered.		
Equality and Diversity	Our Equality and Diversity Policy will considered when sourcing new suppliers/services.		
Decision Request	To approve the external services for 2025-2026.		