

## CONGLETON TOWN COUNCIL

### MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE HELD ON THURSDAY 8<sup>th</sup> June 2017

#### PRESENT - Councillors

N Adams  
Mrs D S Allen  
J G Baggott  
C H Booth (Town Mayor)  
G R Edwards (Chairman)  
Mrs. S A Holland  
Mrs A E Morrison  
Mrs J D Parry (Vice Chairman)

#### 1. Apologies

Apologies for absence were received from committee members Cllrs P Bates and Mrs E Wardlaw.

Apologies were also received from non-committee Cllrs D T Brown and G S Williams.

#### 2. Minutes

**FAP/01/1718 RESOLVED** that the Minutes of the Meeting of the Committee held on 23<sup>rd</sup> March 2017 be approved and signed by the chairman.

#### 3. Declarations of Interest

Members are requested to declare both “pecuniary” and “non pecuniary” interests as early in the meeting as they become known.

Cllr J G Baggott declared a non-pecuniary interest in any matters relating to Cheshire East Council.

Cllr C H Booth declared a non-pecuniary interest in Congleton Harriers.

#### 4. Outstanding Actions

There were no outstanding actions.

#### 5. Grant Approvals and Commitments 2017-18

A summary of grant approvals and commitments was considered by the committee and it was noted that £15,043.60p was remaining for grants for 2017/18.

**FAP/02/1718 RESOLVED** that that the grant summary be received.

6. New Applications for Financial Assistance

**FAP/03/1718 RESOLVED that the following grants be awarded:-**

- i) **GR01/1718 – SOL Theatre School**  
A grant of £500 which is in line with similar applications.
- ii) **GR 02/1718 - Congleton Harriers**  
That Congleton Harriers re submit their application at the next F&P meeting.

7. Grant Activities Monitoring Form

- i) **New Life Church – Original Grant Reference GR 19/1617**
- ii) **Congleton United Reformed Church - Original Grant Reference GR 27/1617**

**FAP/04/1718 RESOLVED to** receive the Grant Activities Monitoring Forms

8. Management Accounts for April 2016 – March 2017

**FAP/05/1718 RESOLVED to** receive the management accounts for April 2016 to March 2017.

9. Bank Reconciliation

**FAP/06/1718 RESOLVED to** receive and consider the bank reconciliation as at 30<sup>th</sup> April 2017.

10. List of Payments

**FAP/07/1718 RESOLVED to** receive and consider the Payments List between 1<sup>st</sup> March 2017 and 30<sup>th</sup> April 2017.

11. Internal Auditor Report – Final Update

To receive and consider the final update of the Internal Audit Report.

**FAP/08/1718 RESOLVED to** receive the Internal Audit Report and the recommendations therein

12. Standing Orders for Contracts

To consider and approve the Standing Orders for Contracts.

**FAP/09/1718 RESOLVED to** approve the Standing Orders for Contracts and to note the revised EU Regulations in relation to contracting and tendering. The law is summarised in NALC Legal Topic Note 87 of July 2015. Its impact on S.O's and Financial Regulations is described in NALC Legal Briefing L05-15 of July 2015.

**13. Asset Register**

To consider and approve the Asset Register for the year ending 31<sup>st</sup> March 2017.

**FAP/10/1718 RESOLVED to** approve the Asset Register for year ending 31<sup>st</sup> March 2017

**14. Insurance Review**

To receive and consider the Insurance Review for 2017-18.

**FAP/11/1718 RESOLVED to** receive the Insurance Review for 2017-18

**Cllr G R Edwards  
(Chairman)**