

**CONGLETON TOWN COUNCIL**

**MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE**  
**held on 1<sup>st</sup> December, 2011**

**PRESENT** Councillors

G R Edwards (Chairman)  
Mrs J D Parry (Vice-Chairman)  
L D Barker  
R I Brightwell  
D Fletcher  
Mrs S A Holland  
M J Hutton  
Mrs E Wardlaw

**1. APOLOGIES**

Apologies for absence were received from Cllrs G Baxendale, D T Brown, D A Parker, G P Hayes and N T Price.

**2. MINUTES**

**FAP/29/1112 RESOLVED:** That the Minutes of the Meeting of the Committee held on 20<sup>th</sup> October, 2011 be agreed and signed by the Chairman.

**3. DECLARATIONS OF INTEREST**

Members are requested to declare both "personal" and "Personal and prejudicial" interests as early in the meeting as they become known.

There were no declarations of interest.

**4. OUTSTANDING ACTIONS**

There were no outstanding actions.

**5. GRANT APPROVALS & COMMITMENTS 2011/12**

A summary of grant approvals and commitments was considered by the committee and it was noted that £13,800 is available for grants.

**FAP/30/1112 RESOLVED:** That the grant summary be received.

**6. NEW APPLICATIONS FOR FINANCIAL ASSISTANCE**

i) **Congleton Defibrillators**

The committee expressed some concern relating to who was responsible for ensuring the defibrillators were kept upto date and operational.

**FAP/31/1112 RESOLVED:-**

1. That a grant of £558.50 be approved for new pads and batteries.
2. The Town Clerk to write to the organisations who have a defibrillator and pass responsibility to them for its on going up keep.

3. The location of the defibrillators to be listed on the Town Council Website.

**7. MANAGEMENT ACCOUNTS FOR APRIL-OCTOBER 2011**

**FAP/32/1112 RESOLVED** – That the Management Accounts be received.

**8. REPORT ON TRADE MARKS**

The report on Trade Marks and accompanying licence agreement was considered by the committee.

**FAP/33/1112 RESOLVED That:-**

1. The form of licence set out in Appendix 3 be adopted for licensing businesses and other organisations based in the Town.
2. The granting of licences and conditions be delegated to the Town Clerk.
3. The refusal of licence applications, enforcement or variation of licence conditions or challenge to other trademarks be delegated to Community and Environment Committee.

**9. UPDATE TO IT SYSTEM**

A report was presented to the committee outlining the need to purchase two new P.C.'s for the office and to update the software.

**FAP/34/1112 RESOLVED:** That this be received and agreed to purchase the I.T. equipment required for the office.

**10. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**

**FAP/35/1112 RESOLVED:** That in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information or staff matters.

**11. DRAFT BUDGET 2012-13**

**FAP/36/1112 RESOLVED:-**

1. To agree a revenue and capital budget for 2012-13 as set out in Appendix 1 and to recommend this to Council.
2. To recommend a level of precept for 2012-13 which is an increase to £681,629, which results in an increase in a Band D property of 7.2p per week.

G. R. EDWARDS  
CHAIRMAN