

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE HELD ON THURSDAY 28th March 2013

PRESENT

Councillors

P Bates
R I Brightwell
G Brittain
Mr G R Edwards (Chairman)
G P Hayes
Mrs J D Parry (Vice Chairman)
A M Martin
D A Parker
D Murphy
G S Williams

1. APOLOGIES

Apologies for absence were received from Cllrs G. Baxendale and N.T price. Apologies were also received from Cllrs L.D Barker, L.Bours and J S Crowther who are not members of this particular committee.

2. MINUTES

FAP/62/1213 RESOLVED: That the Minutes of the Meeting of the Committee held on 14th February 2013 were agreed and signed by the Vice 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 P.Bates declared a non-pecuniary interest in item 6 (i).

Cllrs R.Brightwell, G. Hayes and G. Williams declared a pecuniary interest in item 9 and left the room when this issue was being discussed.

Cllr D.Murphy declared a non-pecuniary interest in item 6 (iii).

4. OUTSTANDING ACTIONS

There are no outstanding actions.

5. GRANT APPROVALS AND COMMITMENTS 2012/2013

A summary of grant approvals and commitments was considered by the committee and it was noted that £17,200 is available for grants.

FAP/63/1213 RESOLVED: That the grant summary be received.

6. NEW APPLICATIONS FOR FINANCIAL ASSISTANCE

FAP/64/1213 RESOLVED That:

1. **GR.25 12/13 Congleton Learning Partnership Ltd** that a grant of £1000 be approved. The organisation to be requested to obtain 3 quotes for the new computer system and to be asked what is to happen to the old systems.
2. **GR.26 12/13 St Peter's Church**
Cllr P.Bates and G.Williams to liaise with St Peter's Church about using the Probation Service to undertake the grass cutting in the churchyard. A grant of £700 is approved as a fall back.
3. **GR.27 12/13 Rotary Youth Music** that a grant of £200 be approved.
- 4.

7. NEW GRANT ACTIVITIES MONITORING FORMS

There are no new Grant Activities Monitoring forms to consider.

8. LETTER OF THANKS

A letter of thanks was received from SOL Theatre School for the grant provided.

9. TEAM CONGLETON

John Doe, Chairman of Team Congleton, provided a presentation outlining the Team's successful activities in 2012-13. He also explained the objectives of the group for the next 12 months, which is focused on getting Congleton Active, continuing with the bursaries for promising young sports people and the Sports Award Evening.

FAP/65/1213 RESOLVED that a grant of £1,500 be approved, but, if the organisation has a funding shortfall in reaching its target, then up to a further £1,000 would be available.

10. MANAGEMENT ACCOUNTS FOR APRIL - FEB 2013

FAP/66/1213 RESOLVED that the Management Accounts for February 2013 be received.

11. VIREMENTS

The Committee considered the virements listed below as at 28th February 2013.

Virements 28/02/2013

<u>Code</u>	<u>Description</u>	<u>Increase</u> £	<u>Decrease</u> £	<u>Explanation</u>
4019/101	Reception Service TIC	2499		CTC agreed to fund part of the TIC's hours as they act as the reception for the Town Council. This agreement was reached after the Town Council's initial budget was drawn up.
4066/101	HR & Health & Safety Support	2501		The Town Council uses an external company, Wirehouse, to provide the necessary advice for HR and Health and Safety. This was previously provided by a Consultant. There was no budget for 2012/13
4026/101	Computer/IT Costs	1000		The Councils' IT company reviewed their charges for providing support so budget slightly low.
4021/101	Telephone/fax/Internet	300		Budget slightly too low
4061/101	External Audit Fees		1300	When the budget was set the level of charges was unknown as the audit will be carried out by the private sector, not the audit commission as previously. It is now known to be £1,600 - £2,000.
4162/211	Congleton Park		5000	This budget will not be used for 2012/13

6300	6300
------	------

FAP/67/1213 RESOLVED that the virements be approved.

12. INTERNAL AUDIT REPORT 2012-13

The Internal Audit Report provided by Auditing Solutions Ltd for 2013-13 was considered by the Committee.

FAP/68/1213 RESOLVED that:-

1. The Audit report 2012-13 be received and approved.
2. It was noted that all recommendations have been actioned with the exception of R4, which will only be actioned if the Council take on Devolved Services which will require an increase in Fidelity Insurance Cover.

G.R Edwards
Chairman