

**Main points arising: Draft Financial Statements for year ended 31<sup>st</sup> March 2014/ Payment schedule for March 2014/ Town Council's ChALC subscription 2014/15/ Bank reconciliation for end-March 2014**

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD AT 7.00PM ON MONDAY 28<sup>TH</sup> APRIL 2014 AT THE CIVIC HALL, POYNTON.

PRESENT

Chairman: Cllr C Gorst

Cllrs. G Bartos, M Beanland, L A Clarke, H Murray, Mrs J Saunders, M C G Sewart, A Smith and G Smith

Attending under SO 56 – Cllrs Ms R Horsman and Mrs S Horsman

63. Apologies for absence

None received.

64. Declarations of Disclosable Pecuniary or Other Interests

None declared.

65. Minutes of the previous meeting held on 31<sup>st</sup> March 2014

**RESOLVED: That the minutes of the Finance and General Purposes Committee meeting held on 31<sup>st</sup> March 2014 are approved as an accurate record and signed by the Chairman (5 - 4 abs)**

66. Draft Financial Statements for the year ended 31<sup>st</sup> March 2014

Following the visit by the Accountant on 22<sup>nd</sup> April 2014, the Clerk provided members with some observations from the Financial Statements. The reserves position is of significance because of the Town Council's substantial commitments in 2014/15 in terms of the Civic Hall/Library project. The 2013/14 budget generated a surplus, and therefore the Rolling Capital Programme Fund (RCPF) balance has been increased accordingly. Civic Hall maintenance was underspent in 2013/14, and as a result this Earmarked Reserve has had an additional £15,000 allocated to it. There are existing commitments to the RCPF, primarily the balance of the Town Council's PVRS contribution and the sinking fund for shop frontages. A £20,000 surplus from the current General Reserve of £129,000 has been included in the RCPF, and £25,000 from the precept used to replenish the RCPF on an annual basis. This means there is an RCPF total of approximately £275,000. The cost of the

Library/Civic Hall project is £237,000. This leaves a balance of about £38,000. If necessary the Devolved Services Earmarked Reserve of £25,000 could be added to this, leaving an adequate reserves 'buffer' of about £63,000.

The Clerk provided an explanation of the increase in staff costs (additional staff member) and Civic Hall rental income, which had increased by about 8%.

Cllr Clarke asked if the double taxation refunds provided by Cheshire East have now come to an end, and the Clerk explained that they had. There is a CE precept support grant. This has been received for the last two years, although the amount had been cut by 15% for 2014/15.

The Chairman proposed that the £20,000 surplus from the General Reserve is transferred to bolster the RCPF to help fund Library/Civic Hall Project. Following discussion members agreed to this transfer.

**RESOLVED: That the draft Financial Statements for the year ended 31<sup>st</sup> March 2014 are received, and recommended to be ratified by the Town Council; and that £20,000 is transferred from the General Reserve to the RCPF (NC)**

#### 67. Payment Schedule for March 2014

The Clerk highlighted the following:

Tools for the Inclines – A grant was received from Jones Homes to fund the tools used by the Inclines Task Force, so this was not a charge to the Town Council.

Flyers for Neighbourhood Plan – The cost of these are a charge to a grant of £7,000 from central government.

Cllr Mrs Saunders queried an invoice for the services of Diane Smith under Town Management. The Clerk explained that this represented an accumulation of hours spent on Poynton issues/events, which are submitted quarterly by Cheshire East.

**RESOLVED: That the Payment Schedule for March 2014 is received (NC)**

#### 68. Town Council's subscription to ChALC for 2014/15

The cost for renewal is £1224.89. The Clerk provided some background to members on the situation regarding our membership of ChALC, which it had been agreed should be reviewed on an annual basis by the F&GP committee.

Cllr M Sewart asked the Clerk if on the Town Council's behalf he feels he is getting good value as a member of ChALC. The Clerk explained that as

previously debated, ChALC provide an insurance policy in that they are the official representative of NALC, the national organisation. They provide guidance and advice, and also organise training and seminars on areas such as health and safety. They are useful in their role as a sounding board and safety net.

Members discussed the issue further, considering the cost of renewal and noted that it is not possible to be part of NALC without first being a member of ChALC. The Chairman noted that to retain Quality Council Status in future membership of ChALC is required.

**RESOLVED: That renewal of the Town Council's membership of ChALC for 2014/15 is approved, and remains subject to annual review by F&GP (NC)**

69. Bank Reconciliation for end-March 2014

**RESOLVED: That the Bank Reconciliation for end-March 2014 is verified against bank statements and signed by the Chairman (NC)**

The meeting concluded at 7.25 pm