

Main points arising: Previous minutes/ Annual review of the Town Council's insurance cover/ Payment schedule for February 2015

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD AT 8.00PM ON MONDAY 30TH MARCH 2015 AT THE CIVIC HALL, POYNTON.

PRESENT

Chairman: Cllr C Gorst

Cllrs. G Bartos, M Beanland, L A Clarke, B Lewis, Mrs J Saunders and G Smith

Attending under SO 56: Cllrs. Mrs S Horsman, M C G Sewart and R E West

56. Apologies for absence

Cllrs. H Murray and A Smith.

57. Declarations of Disclosable Pecuniary or Other Interests

None declared.

58. Minutes of the previous meeting held on 23rd February 2015

Members asked if satisfactory assurances have been received regarding payments to Cheshire East for the Civic Hall/Library Integration Project. It was reported that both the Chairman and Vice-Chairman were satisfied that due diligence has been carried out. The nature of the contract that CE have with Manchester and Cheshire Construction does not include retention monies. However there is a twelve month warranty period for any remedial work that needs to be carried out.

Cllr B Lewis also asked for the penultimate line of the third paragraph on p.205 of the record to be amended to read, "say 10%".

RESOLVED: That the minutes of the Finance and General Purposes Committee meeting held on 23rd February 2015, as amended, are approved as an accurate record and signed by the Chairman (NC)

59. Review of the Town Council's insurance cover for 2015/16

The Clerk said that, in accordance with the Financial Regulations Standing Order 15.2, Members were required to review annually the Town Council's insurance cover. The Clerk had been through the schedule submitted by AON, and was satisfied that our cover was adequate. Zurich had submitted a late quotation for cover, and this had caused AON to review their premium. The Clerk provided an e-mail confirming the revised quotation from AON for the amount of £4105.20. Their original renewal quote for 2015/16 was £5,131.50. Asked if the mayoral regalia was covered the Clerk undertook to check and report back.

The members thanked the Clerk for his efforts in securing the reduced cost for insurance cover.

RESOLVED: That the annual review of the Town Council's insurance has been carried out, and renewal of insurance cover from AON for 2015/16 approved (NC)

60. Bank reconciliation for February 2015

RESOLVED: That the bank reconciliation for February 2015, as verified by the Chairman, is noted (NC)

61. Payment Schedule for February 2015

The following items were raised to the Clerk for clarification:

Cheque reference 7885 - £1,560

This is the cost for the Town Management services of Diane Smith for the second half of 2014. Through her network Diane Smith provides assistance on street closures, delivery of barriers etc, and also provides a wealth of experience on the organisation of community events. The Clerk said that her services are used sparingly and calls on her time kept to a minimum, adding that we have an annual Town Management budget.

Cheque reference 7889 - £192.15

This is payment for the Mayor's official mileage, and a charge to the mayoral expenses budget. It was asked if the claim was compliant with HMRC rules. The Clerk undertook to check.

Cheque reference 7880 and DD of 5th February 2015

On the two water charges from United Utilities, the Clerk will check if the lesser amount was for the Coppice Road Allotments, which is ultimately paid for from plot rental income.

Cheque reference 7900 - £40

Programme Printing - This has been charged to the Mayor's expenses.

Cheque reference 7893 - £77.60

Microsoft Licences - This has changed from an initial licence charge, and we are now charged about £10 a month per user. Members asked that the cost of a group licence/multi user is investigated to consider whether a saving can be made. The Clerk will look into this.

RESOLVED: That the Payment Schedule for February 2015 is received (NC)

The meeting concluded at 8.15 pm