

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE  
MEETING HELD AT 8.00PM ON MONDAY 11<sup>TH</sup> JULY 2016 AT THE CIVIC  
HALL, POYNTON.

PRESENT

Chairman: Cllr C Gorst

Cllrs: M Beanland, Mrs R Horsman-Johnson, G King, H Murray, L Podmore and G Smith

Attending under SO56: Cllr Mrs S Horsman

12. Apologies for absence

Cllrs L A Clarke, T Lorde and Mrs J Saunders

13. Declarations of disclosable pecuniary or other interests

None.

14. Previous meeting minutes

**RESOLVED: That the minutes of the Finance and General Purposes Committee meeting held on 13<sup>th</sup> June 2016 are approved as an accurate record (5 for, 2 abstention)**

15. Receive and consider the internal audit report for 2015/16

The committee reviewed the internal audit report for 2015/16 and the advice from JDH Business Services Ltd and the following proposals were received:

- That in the absence of the Chair and Vice Chair of the F & GP committee another councillor from the F & GP committee will sign the monthly payroll.
- That, as recommended, the internal audit report is presented to full Council to be implemented.

**RESOLVED: That the internal audit report for 2015/16 is received. That in the absence of the Chair and Vice Chair of the F & GP committee another councillor from the F & GP committee will sign the monthly payroll. That the internal audit report is presented to full Council to be implemented (NC)**

16. Receive a report on how electors exercise their right for inspection of the accounts.

Members received the report from the Clerk on how electors exercise their right for inspection of the accounts. The Clerk explained that the account information is now in the public domain to inspect as required within the scheduled timeline. The Clerk confirmed that an error in Section 2 has been amended as agreed by the external auditor. The Clerk will report back following the external audit.

**RESOLVED: That the report from the Clerk is received (NC)**

17. Receive an update on Civic Hall bookings / hirers

The Deputy Clerk provided a verbal update to the committee on Civic Hall bookings / hirers. The following was agreed:

- The purpose of introducing the new charges is to streamline the room rates and ensure the rates are applied fairly to all groups.
- The new charges will be introduced from 1<sup>st</sup> September 2016, with a two stage increase for those groups most affected, the second date being 1st April.
- The same charges will apply to all hirers.
- Staff will actively market the venue to increase the number of hirers.
- The charge for the main hall will be reduced to £25 an hour.
- A rate of £15 an hour during the school summer holiday will be introduced to encourage hirers.
- Charity rates will cease.

There will be three rates:

- Standard
- Loyalty
- Commercial

*Can a group/organisation apply for a relief / holiday rate?*

If there is particular hardship, then a group can apply to the F & GP committee.

**RESOLVED: That the verbal report from the Deputy Clerk is received (NC)**

18. Consider the renewal of the subscription to Campaign for the Protection of Rural England (CPRE) and Cheshire Community Action (CCA)

The committee considered the renewal of the subscription to Campaign for the Protection of Rural England (CPRE) and Cheshire Community Action (CCA) and the following proposals were received:

Campaign for the Protection of Rural England (CPRE)

That there is a membership payment of £20 to support the organisation. That the Clerk find out about the services offered by the CPRE.

Cheshire Community Action (CCA)

That Cllr Podmore is delegated to investigate the CCA and if there is value in the membership then Cllr Podmore can authorise the Clerk to make the payment.

**RESOLVED: That the renewal of the subscription to Campaign for the Protection of Rural England (CPRE) and Cheshire Community Action (CCA) as stated is approved (NC)**

19. Receive a copy of the VAT return for April 2016 – June 2016

**RESOLVED: That a copy of the VAT return for April 2016 – June 2016 is received (NC)**

20. To note the bank reconciliation for May 2016 and June 2016 as verified by the Vice Chairman/Chairman

The following proposal was received:

- That the bank reconciliation for May 2016 as verified by the Vice Chairman is noted.
- That the reconciliation for June 2016 is deferred to the next committee meeting.

**RESOLVED: That the bank reconciliation for May 2016 as verified by the Vice Chairman/Chairman is noted. That the reconciliation for June 2016 is deferred to the next committee meeting (NC)**

21. Payment Schedule for June 2016

The committee reviewed the Payment Schedule for June 2016.

EON

It was proposed that the payment to EON (unmetered electric) is ceased.

Rialtas Business Solutions

The Clerk explained the payment to Rialtas Business Solutions (RBS) for the Omega system support and maintenance. This is an annual cost which provides support and maintenance for three database systems; planning, accounts and hall bookings. The Clerk noted that the systems are dated, about 19 years old, and although they are workable they are not effective and cumbersome to use. It was proposed that the Clerk consider the availability of new database systems.

**RESOLVED: That the Payment Schedule for June 2016 is received. That the payment to EON is ceased. That the Clerk consider the availability of new database systems (NC)**

Meeting End Time: 8.50pm