

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
MEETING HELD AT 8.00PM ON MONDAY 11TH DECEMBER 2017 AT THE
CIVIC HALL, POYNTON.

PRESENT

Chairman: Cllr C Gorst

Cllrs: M Beanland, L A Clarke, H Murray, Mrs J Saunders and G Smith

52. Anyone attending or present at the Committee meeting declares that they are making, or intend to make, an audio recording and/or film the meeting

The shorthand assistant confirmed that the meeting is recorded for the purposes of minute taking and the recording is deleted within a week when the draft minutes are produced.

There were no other declarations of a recording of the meeting.

53. Questions from members of the public

There were no members of the public in attendance.

54. Apologies for absence

Cllrs Mrs R Horsman - Johnson, G King and L Podmore.

55. Declarations of disclosable pecuniary or other interests

None.

56. Approve as an accurate record the minutes of the previous meeting of the Finance and General Purposes Committee meeting held 25th October 2017

RESOLVED: That the minutes of the Finance and General Purposes Committee meeting held 25th October 2017 are approved as an accurate record (NC)

57. Review the Finance and General Purposes Committee provisional budget for 2018/2019

The Deputy Clerk spoke on the provisional budget for 2018/19. Members considered the two areas for potential for savings; the election cost and a smaller contribution to the rolling capital fund (RCF).

From discussion members noted the significant increase by CE in election costs. For an unexpected by-election in one Ward, CE have confirmed that the cost would be in the region of £13,000. It was proposed that £4,000 is retained in the budget for 2018/19 to cover election costs.

RESOLVED: That £4,000 is maintained in the 2018/19 budget to cover election costs (NC)

It was proposed that the contribution to the RCF is reduced to £10,000.

RESOLVED: That there is a contribution of £10,000 to the RCF for the 2018/19 budget (NC)

58. Receive and consider a written brief from the clerk on the Town Council's budget for 2018/19, with a recommendation then to be made to the Town Council meeting on Monday 18th December 2017 with regard to the 2018/19 precept

Members considered the written brief from the clerk on the Town Council's budget for 2018/19. Following the budget amendments under agenda item 6 there were three options; a, b and c for consideration. Members agreed that any increase should be kept as low as possible. Option C; a Town Council precept of £436,488 which for a Band D household is an annual increase of 0.85% and equates to £74.77 a year was proposed.

The Clerk reported that the internal auditor advises that the Town Council should annually review each earmarked reserve as part of the budget setting process. Members reviewed in detail each earmarked reserve as noted on the balance sheet against future risks, flexibility and contingency.

Members through robust discussions and detailed consideration on each earmarked reserve identified the following actions and amendments:

RESOLVED: That the War Memorial earmarked reserve is transferred to the General Reserve (NC)

RESOLVED: That the CAB earmarked reserve is transferred to the General Reserve (NC)

RESOLVED: That the Community Transport and Vehicle Replacement earmarked reserves are transferred to the General Reserve (5 for, 1 abstention)

RESOLVED: That the Shopmobility earmarked reserve is transferred to the General Reserve (5 for, 1 abstention)

RESOLVED: That the Air Quality Monitoring earmarked reserve is retained for a further 12 months and will subject to review be transferred to the General Reserve (NC)

RESOLVED: That the Youth Activities earmarked reserve is transferred to the General Reserve (NC)

It was agreed that the clerk will produce a draft Reserves Policy and an Investment Policy to be received and considered at the next committee meeting.

RESOLVED: That Option C; a Town Council precept of £436,488 is recommended to the Town Council meeting on Monday 18th December 2017 with regard to the 2018/19 precept (NC)

59. Receive and consider the interim internal audit report from JDH Business Services Ltd

The clerk spoke on the interim internal audit report from JDH Business Services Ltd. Members received and considered the subsequent action plan produced by the clerk.

The deputy clerk reported that as advised a Bad Debt Policy will be formalised. Members noted the policy should state that no-one with any outstanding debt is allowed to hire the facilities.

RESOLVED: That the interim internal audit report from JDH Business Services Ltd is received. That the action plan is received and approved (NC)

60. Receive and consider a report from the deputy clerk on the renewal of the telephone lines and broadband contract

Members reviewed the report from the deputy clerk on the renewal of the telephone lines and broadband contract.

RESOLVED: That report from the deputy clerk on the renewal of the telephone lines and broadband contract is received. That the two year contract with 21st Century based on the reduction of costs as recommended in the report is approved (NC)

61. Note the bank reconciliation for October 2017 as verified by the chairman

RESOLVED: That the bank reconciliation for October 2017 as verified by the chairman is noted (NC)

62. Receive and note the payment schedule for October 2017

RESOLVED: That the payment schedule for October 2017 is received and noted (NC)

63. Receive and note the letter from Cllr Paul Bates, Cheshire East Council Finance and Communications Portfolio Holder, concerning the precept and taxbase arrangements for 2018/19, dated 17th November 2017

RESOLVED: That the letter from Cllr Paul Bates, Cheshire East Council Finance and Communications Portfolio Holder, concerning the precept and taxbase arrangements for 2018/19, dated 17th November 2017 is received and noted (NC)

64. Receive and consider the agenda and invitation to the Cheshire East Council budget consultation event on 19th December 2017

RESOLVED: That the agenda and invitation to the Cheshire East Council budget consultation event on 19th December 2017 is received. That the invitation is circulated to all councillors should any councillor wish to attend (NC)

65. Consider and agree any communication messages arising from this meeting

RESOLVED: That there is a communication message in the PUN requesting an air quality specialist in the local community to contact the Town Council (NC)

Meeting end time: 9.30pm