

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
MEETING HELD AT 8.00PM ON MONDAY 12TH JUNE 2017 AT THE CIVIC
HALL, POYNTON.

PRESENT

Chairman: Cllr L A Clarke

Cllrs: Mrs R Horsman-Johnson, G King, L Podmore, Mrs J Saunders and G Smith

Attending under SO 56: Cllrs L Berry and Mrs S Horsman

In the absence of both the Chair and Vice Chair of the committee, it was proposed that Cllr Clarke act as Chair for this meeting.

RESOLVED: That Cllr Clarke as Chair for this meeting is approved (NC)

1. Recording of 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.

2. Questions from members of the public

There were no questions from the member of the public in attendance.

3. Apologies for absence

Cllrs M Beanland, C Gorst and H Murray.

4. Declarations of disclosable pecuniary or other interests

None.

5. Previous meeting minutes

RESOLVED: That the minutes of the Finance and General Purposes Committee meeting held on 8th May 2017 are approved as an accurate record (5 for, 1 abstention)

6. Receive and consider the internal audit report for 2016/17 by JDH Business Services Ltd

The Clerk provided the following verbal report on the internal audit report for 2016/17 by JDH Business Services Ltd:

- An interim audit was held in October 2016.
- This is the main annual internal audit for the year.
- The main points from that audit have been addressed.
- To ensure that correct procedures following the NALC guidelines are introduced for the provision of online banking; this system will be set up following the interim audit in October 2017.
- The signature on payment schedules by the Chair of F & GP has been implemented.

RESOLVED: That the internal audit report for 2016/17 by JDH Business Services Ltd is received (NC)

7. Receive and consider the Town Council's annual return for 2016/17

Members received the Town Council's annual return for 2016/17.

The Clerk spoke on the annual governance statement, the financial statements and accounting statement. The documentation will be published on the Town Council website within the required timelines.

RESOLVED: That the financial statements are received and noted. That the annual governance statement 2016/17 and the accounting statement 2016/17 are both received and approved. That the documents are recommended to the full Town Council meeting on 19th June 2017 to be approved (NC)

8. Review and approve the Town Council's risk assessment for 2017/18

It was requested that there is a check to ensure that all the terms required of the insurance policy are fulfilled. The Clerk will check on the compliance of the insurance cover.

It was confirmed that there is good electronic off-site storage as part of the disaster recovery plans. The Clerk will also scan documents to retain. The resilience plan is being updated and will be maintained.

The Clerk will inform residents and the community through suitable communication of the location of defibrillators across the village.

It was requested that as part of the disaster recovery plan the Methodist Church are approached to develop a working arrangement should the premises be required in an emergency.

RESOLVED: That the Town Council's risk assessment for 2017/18 is received and adopted. That the Clerk bring forward under item 21 an updated community resilience plan and a disaster recovery plan and under item 4 concerns of compliance with the fidelity guarantee (NC)

9. Note action taken under Standing Order 51 concerning the Poynton Community Transport minibus

RESOLVED: That the action taken under Standing Order 51 concerning the Poynton Community Transport minibus is noted. (NC)

10. Receive and consider a report from the Town Clerk and Cllr Les Berry about Poynton Community Transport

Cllr Berry spoke on the written report from the Town Clerk and Cllr Berry about Poynton Community Transport. From discussion it was noted that the Disley Town Council minibus is available to hire if required. Also, the leader of the Friday shoppers group is satisfied with using Open Hands community car transport.

RESOLVED: That the written report from the Town Clerk and Cllr Berry about Poynton Community Transport is received with thanks. That the recommendations as stated in the written report are approved (NC)

11. Receive and note the income and expenditure report for April and May 2017 for the Finance and General Purposes Committee and Town Council

RESOLVED: That this agenda item is deferred to the next Finance and General Purposes committee meeting (NC)

12. VAT return for October 2016 to March 2017

RESOLVED: That the VAT returns for October 2016 to March 2017 are noted (NC)

13. Receive and note the receipts and payment schedules for May 2017

RESOLVED: That the receipts and payment schedules for May 2017 are received and noted (NC)

14. Note the remit for the Finance and General Purposes Committee

RESOLVED: That the remit for the Finance and General Purposes Committee is noted (NC)

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

- Public inspection of the accounts.
- Suitable publicity at a time agreed for the new arrangements for transport for people who need it.

RESOLVED: That the communication messages arising from this meeting are approved (NC)

Meeting end time: 8.40pm