

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING  
HELD AT 8.00PM ON MONDAY 2<sup>ND</sup> OCTOBER 2017 AT THE CIVIC HALL,  
POYNTON.

PRESENT

Chairman: Cllr C Gorst

Cllrs: L A Clarke, Mrs R Horsman-Johnson, G King, L Podmore, and G Smith

Attending under SO 54: Cllrs L Berry substituting for Cllr H Murray and Cllr Mrs J Sewart substituting for Cllr Mrs J Saunders

Attending under SO 56: Cllr Mrs S-J Gilmore

It was noted that agenda items 34 and 39 have been included on this agenda for expediency.

28. 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.

29. Questions from members of the public

There were no members of the public in attendance.

30. Apologies for absence

Cllrs M Beanland, H Murray and Mrs J Saunders

31. Declarations of disclosable pecuniary or other Interests

None.

32. Approve as an accurate record the minutes of the previous meeting of the Finance and General Purposes Committee meeting held 24<sup>th</sup> July 2017

The Clerk will follow up on the advertising signage.

**RESOLVED: That the minutes of the Finance and General Purposes Committee meeting held 24<sup>th</sup> July 2017 are approved as an accurate record (5 for, 3 abstentions)**

33. Receive and consider an update from the communication strategy task and finish group

Cllr Mrs Gilmore spoke on the written report from the communication strategy task and finish group.

The Facebook page is currently being maintained by Cllrs Mrs Gilmore and Mrs Wylie. The plan is to hand the management of the page to the Town Council team.

It was suggested that the Town Council website, Facebook and Twitter details could be included on the Town Council noticeboards to help communicate events. Also the possibility of including a QR could be explored.

It was confirmed that £950 is the full cost for the works to the website.

**RESOLVED: That the update from the communication strategy task and finish group is received (NC)**

*Cllr Mrs Gilmore left the meeting.*

34. Receive and consider a report from the town clerk on the town council's civic regalia

The Clerk spoke on the written report on the Town Council's civic regalia. Members viewed all the regalia and agreed the following decisions.

That the Mayor's chain and other badge is valued and included in the Town Council's insurance policy.

Members expressed their thanks to Cllr Clarke for obtaining the regalia with the help of Cllr Murray and former Cllr West.

**RESOLVED: The smaller medallion will be used for the Mayor's Consort and Deputy Mayor with either the cream or purple ribbon (NC)**

**RESOLVED: That the badges with a black ring are awarded on retirement when two full terms have been served by a councillor who has not held the office of Mayor, at the discretion of the Town Council and will be made after the Mayor making ceremony at the annual Town Council meeting (NC)**

**That a civic award badge may be awarded for exceptional service in the community to an individual who is also a councillor (NC)**

**That decision 3 in the report is approved, that a councillor can only wear the civic award and one of the other two badges (NC)**

**That a badge is purchased for the Deputy Mayor's consort (NC)**

35. Note the bank reconciliations for June, July and August 2017 as verified by the chairman

**RESOLVED: That the bank reconciliations for June, July and August 2017 as verified by the chairman are noted (NC)**

36. Receive and note the payment schedules for July and August 2017

Members received and reviewed the payment schedules for July and August 2017 and the following queries were clarified:

July 2017:

£432; this was purchase of a purchase ledger for the Omega accounting system.  
The Deputy Clerk continues to pursue the issue of the CE business rates.  
West Mercia; this was a utility bill for gas.

August 2017:

£1,200; charges for a one hour meeting for the barrister.  
Simply Scrummy; Civic Service catering.

The Deputy Clerk noted that the Town Council are currently experiencing problems with the charging of electricity by West Mercia. There is an issue with the estimated readings and West Mercia are not charging according to the actual readings provided to them therefore charges are fluctuating significantly. The Deputy Clerk is currently investigating the issue.

**RESOLVED: That the payment schedules for July and August 2017 are received and noted (NC)**

37. Receive and note the income and expenditure report for April to August 2017 for the Town Council

The Deputy Clerk provided the following verbal update on the income and expenditure report for April to August 2017 for the Town Council:

Salaries are on track.

Computer costs are high due to the purchase of a purchase ledger.

1113; refers to the audit fee, this is lower than in the previous year.

Photocopying income is higher than budgeted.

Civic Hall hire income is improved from last year.

Allotments; The allotment association membership fees from the previous year were not put through until this year. The Deputy Clerk confirmed that the allotment budget line will be reviewed before setting the next budget.

**RESOLVED: That the income and expenditure report for April to August 2017 for the Town Council is received and noted (NC)**

38. Receive section three of the completed annual return for 2016/17 and the external audit certificate, together with a covering letter from BDO LLP, the external auditor

The Clerk noted that the external auditor BDO LLP has been replaced by PKF Little John LLP.

**RESOLVED: That section three of the completed annual return for 2016/17 and the external audit certificate, together with a covering letter from BDO LLP, the external auditor is received (NC)**

39. Receive and consider the letter from Cheshire East Council concerning the consultation on the community infrastructure levy draft charging schedule – public consultation between 25th September and 6th November 2017, the statement of representations and the consultation document

Members received and considered the letter from Cheshire East Council concerning the consultation on the community infrastructure levy draft charging schedule; public consultation between 25th September and 6th November 2017, the statement of representations and the consultation document.

From discussion it was proposed that a working group to enhance the village is set up. This will include looking at the expenditure of S106 monies since 2015 and to produce a priority list of projects for the village in conjunction with the Neighbourhood Plan of future CIL monies. The remit will include a check with Cheshire East Council on S106 monies, check contracts and clarify the funds available.

It was agreed that the Town Council staff will follow up on the status of S106 monies to date.

**RESOLVED: That the letter from Cheshire East Council concerning the consultation on the community infrastructure levy draft charging schedule – public consultation between 25th September and 6th November 2017, the statement of representations and the consultation document is received. That the Town Council respond to the consultation and state that the Town Council cannot understand why prosperous parts of the North of the borough such as Bollington have a zero rate and houses there sell for considerable sums; that the pattern seems to be that money will be flowing from the North to the South of borough; that the Town Council are surprised that the list of schemes does not include the Poynton by-pass which has been promised by Cheshire East Council and predecessors since 1948. That a paper copy of the consultation**

**will be obtained. That the Clerk draft a submission to be received at the next Planning and Environment committee meeting. That the Deputy Clerk seeks the advice of Mr Knight for the draft response.**

**That Cheshire East Council are contacted and the S106 funds are followed up by Town Council staff.**

**That a Working Group is approved to develop a priority list of projects for the village and the community infrastructure levy (CIL) monies.**

**That the members of the Working Group will include Cllrs Mrs Sewart and Podmore. That the final composition of the Working Group will be confirmed at the next Planning and Environment committee meeting. That the Working Group may also include co-opted members. That the Clerk circulates an email to all councillors inviting them to express their interest in joining the Working Group and / or inviting ideas for projects (NC)**

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

- Publicise the public consultation on the community infrastructure levy (CIL).
- Reminder that the audited accounts are available for public view.

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

Meeting end time: 9.10pm