



Finance and General Purposes Committee

Lead Officer – Town Clerk

The Finance and General Purposes Committee shall be delegated to make decisions on behalf of the Council in the following matters:

1. Approval of its minutes as true and correct records.
2. Ensuring the Annual Return (Statement of Accounts) is completed in accordance with requirements and recommend to Council accordingly.
3. All other matters relating to finance (excluding the setting of a precept or any amount to be borrowed and also excluding the approval of unbudgeted capital expenditure).
4. Budget monitoring, taking action where required to vire (transfer) unspent provision to ensure that the overall budget strategy is maintained.
5. Approval of expenditure on items within the Committee's area of responsibility and included in the approved council budget up to the amount specified in the budget (up to a maximum of £10,000).
6. All matters relating to internal and external audit. To ensure that an adequate and effective system of internal controls is in place to secure the integrity of finances and any other information, including the introduction of effective systems of risk management, and consideration of and action on all reports emanating from the internal and external auditors.
7. To ensure the preservation of probity and good financial and other practices within the Council, including accountability for debt monitoring and recovery.
8. To review the Town Council's insurance cover.
9. To recommend to the Town Council the risk management strategy.
10. Electoral matters.
11. The maintenance of a fixed asset register covering all items purchased exceeding £500. The safe custody and upkeep of all assets and objects of interest or value in the ownerships or custodianship of the Council.
12. The maintenance and safe custody of the civic regalia.
13. Corporate management, council administration and policy.
14. To make recommendations to Council on the review of the Council's Financial Regulations.
15. To make recommendations to Council on the budgets of the committee, all committees and to recommend an annual precept to the Town Council.
16. To approve the scale of charges in the context of the income and expenditure requirements of the Council.

17. Acting as lead Committee in respect of any partnership initiative of a corporate nature with Cheshire East Council or any other public bodies, making recommendations on terms of reference and constitutional matters.
18. To oversee twinning matters.
19. To consider and award contracts for work.
20. Any other matter which may be delegated to it by the Council from time to time.