MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD AT 8.00PM ON MONDAY 11th MAY 2026 AT THE CIVIC HALL, POYNTON

PRESENT

Chairman: Cllr P Oakes
Cllrs: L Clarke, S Lees, M Sewart (late due to Adlington Parish Council meeting), and T Swatridge
Officers in attendance: Haf Barlow (Town Clerk), Sally Shaw (Administrative Officer)

77. To note if anyone attending or present at the Committee meeting declares that they are making or intends to make an audio recording and/or film the meeting.

The Chair confirmed that the meeting is recorded for the purpose of minute taking and the recording is deleted when draft minutes are agreed. There were no other declarations of a recording at the meeting.

78. Questions from members of the public

There were two members of the public present one to speak about speeding on Hazelbadge Road and another to request funding to purchase a planter in conjunction with Friends of Poynton Station to be used at the Station.

After listening to the concerns of the resident regarding speeding on Hazelbadge Road, Councillors agreed it would be added as an item to the Planning and Environment agenda on 18th May 2026 to be discussed in more detail by that committee.

RESOLVED: That an agenda item is added to the next Planning and Environment committee to discuss a resident's concerns about persistent speeding on Hazelbadge Road, Poynton (NC)

Friends of Poynton Station requested that the Town Council purchase a planter for the station which they will then plant up and maintain. They have secured a contribution of £200 which they are happy to donate towards the cost.

RESOLVED: To purchase a planter for Poynton Railway Station with a £200 contribution from Friends of Poynton Station, at a total cost of £507+VAT from CIL money. The planter will be added to a PTC pending order for town planters and will be added to the asset list. (NC)

79. Apologies for absence

Cllrs: M Beanland, D Belcher, J Saunders

80. Declarations of disclosable pecuniary or other interests

There were no declarations of interest.

81. To approve the minutes of the previous meeting held on 23rd February 2026

Cllr Lees noted that he was listed as both in attendance and absent and this needed to be corrected.

RESOLVED: That the minutes of the 23rd of February 2026 are an accurate record of the meeting, with an administrative error amendment on attendance. (NC)

Note - After checking it was confirmed that Cllr Lees was absent from this meeting and the minutes will be updated to show this.

Cllr Sewart arrived at the meeting.

82. To receive and consider the action log for 2025-2026

RESOLVED: That the action log for 2024-2025 is received. (NC)

83. To note the SO51 decision to enter a three-year contract for insurance with Zurich.

The Clerk explained that this decision needed to be made before the end of the financial year for cover to be in effect from 1st August 2026 at a cost of £7,900.

RESOLVED: To note the SO51 decision to enter a three-year contract for insurance with Zurich at a cost of £7900 and a renewal date of 1st August 2026. (NC)

84. To receive and consider the draft statement of accounts for the Financial Year 2025-2026

Although the accountant visited four weeks ago the accounts were only received on Saturday 9th May, which has not allowed sufficient time for them to be fully checked for any errors or for the internal audit to be completed. The Clerk requested that the review of the accounts should be deferred to an extraordinary meeting of the Town Council meeting in June 2026.

RESOLVED: That the consideration of the statements of accounts for the Financial Year 2025/2026 is deferred to a later meeting to be scheduled by the Town Clerk for June 2026. (NC)

85. To receive the website MOT prepared by Vision ICT.

The Clerk gave an overview of the MOT conducted by Vision ICT on the accessibility of the Poynton Town Councils website. Overall, the website is in good condition and meets all the accessibility requirements. Some additional checks and minor updates need to be made and these are being implemented.
Cllr Clarke noted that at times he has difficulties loading the website from FireFox. Cllr Clarke was asked to refer the issue to the Clerk if a further error message is received so it can be investigated further.

RESOLVED: That the website MOT conducted by Vision ICT showing that the Town Council complies with all the Accessibility requirements is noted and received. (NC)

86. To receive and consider the report from the Clerk on Section 1 of the Annual Governance and Accountability Return 2025-2026 and recommend responses for section 1 to Town Council.

The Town Clerk explained that this item on the agenda is in preparation for the next Town Council meeting. The Annual Governance and Accountability return report will be officially recommended at the next meeting of the Town Council. There are ten assertations, nine of which require a Yes answer and one which is not applicable. The report details each assertion and the recommended response. Following review by the committee a recommendation to Town Council is required for each response.

RESOLVED: That Section 1 of the Annual Governance and Accountability return report 2025-2026 is received and that the response to the assertions as set out in the report (nine "Yes" assertions and one not applicable) are recommended to Town Council for approval. (NC)

87. To receive the report on Internal Controls completed by Cllr Tim Swatridge.

The Internal Controls report completed by Cllr Swatridge was considered by the Councillors, noting that no administrative or financial anomalies were found at the inspection on 2nd April 2026.The next inspection is planned for 2nd July 2026. Councillors thanked Cllr Swatridge for his efforts.

RESOLVED: The report on Internal Controls completed by Cllr Tim Swatridge on 02.04.26 is received. (NC)

88. To receive a report from the Investment Working Group and the draft investment policy.

Members considered the options open to the council for investment of £50,000 from the Unity Trust account. After consideration of the terms, Councilors agreed that the Redwood 35-day notice account was best suited. This allows greater flexibility if the funds are required later in the year as anticipated.

RESOLVED: That the F&GP committee will recommend the Town Council invests £50,000 from the Unity Trust account into the Redwood 35-day account to allow flexibility for future withdrawals if required in the future. (NC)

89. To receive the list of direct debits and for the Chair, Vice Chair and one other Councillor to approve the list for payment for 2026-2027.
Members discussed the list, the payment amount for West Mercia was queried as it was double the amount in March 2026. The Clerk will investigate further. Cllr Clarke also asked if any regular payment was made for copyright for the Town Council logo. The Town Clerk advised she has not been invoiced or made payment for this since commencing employment with the Town Council nearly ten years ago. The Clerk will investigate if a copyright is required for the logo.

RESOLVED: That the lists of direct debits for payment for 2026-2027 were approved and the list was signed by the Chair, Cllr Clarke and Cllr Swatridge. That the Town Clerk will investigate the query over the West Mercia payment and the copyright for the Town Council's logo. (NC)

90. To approve the bank mandate for 2026-2027.

RESOLVED: That the bank mandate for 2026-2027 is approved subject to the removal of a retired councillor from the Cambridge account Possible mandate alterations to signatories to replace retired or relocated Councillors to be added to the agenda for the next meeting of the Town Council (NC).

91. To note that the Chair has verified the bank reconciliation for February and March 2026.

RESOLVED: That that the Chair has verified the bank reconciliation for February and March 2026 (NC).

92. To receive the payment schedules for February, March as verified by the Chairman.

Councillors scrutinised the list of payments and asked questions. The Town Clerk explained entries in more detail as required.

RESOLVED: **To receive the payment schedules for February and March as verified by the Chairman**. **(NC)**

93. To consider the request to fund items from CIL:

a. Glastonbury footpaths additional works £350
b. Tree Light repairs £230
c. Putting up bunting £1880
d. The purchase of four planters for Clumber Road at a cost of £395 +VAT each and delivery costs, planting and compost of £300 in total

RESOLVED: That the Clerk obtains further quotes or other options for installing the bunting and refers the item to Town Council for consideration.

RESOLVED: The following requests were approved to fund from CIL monies:
- **Glastonbury footpaths additional works £350**
- **Repairs for Tree Lights of £230 for lighting on Park Lane.**
- **The purchase of four planters for Clumber Road at a cost of £395+VAT each and delivery costs and planting and compost for the four planters of £300 in total. (NC)**

<u>94. To approve the release of £800 from the Community Grants Earmarked Reserve</u>

RESOLVED: the release of £800 for Poynton Show from the Community Grants Earmarked Reserves is approved. (NC)

<u>95. To consider a funding request to fund a Dr Bike session as part of the biking event at a cost of £300 & VAT.</u>

The Dr Bike sessions offering a free mini bike service at the BMX biking event to encourage safe cycle use was outlined.

RESOLVED: That the funding request for a Dr Bike session as part of the CCST biking event at a cost of £300 is approved to be funded from the COPS budget. (NC)

<u>96. To consider a new weekend wheelchair hire rate of £7.50 from collection after 12 noon on Friday to return before 12 noon on Monday.</u>

The Town Clerk explained that the most popular period for hiring a wheelchair is over a weekend which currently only allows a daily or week long charge. Due to Sunday closing, wheelchairs cannot be returned until Monday if only needed on a Saturday. A weekend charge allows us to make a reasonable charge for the duration of time borrowed

RESOLVED: That a new weekend hire rate of £7.50 from collection after 12 noon on Friday to before 12 noon on Monday is introduced with immediate effect to be used in conjunction with the existing daily and weekly charges (NC).

<u>97. To receive an update from Cheshire East ward councillors on any financial information concerning Cheshire East Council that may impact on the Town Council.</u>

RESOLVED: No report was received. (NC)

98. <u>Communication Messages</u>

- New Planters for Poynton Town Council
- Funding support for Poynton Station planter

- Weekend Wheelchair available / reminder that wheelchairs are available to hire

Meeting end time: 08.50 pm

Signed………………………………………..

Dated…………………………………………