

SANDBACH TOWN COUNCIL

Minutes of the Meeting of the Finance Committee held at 7.00 pm on 25 June 2004 at the Mayor's Room, Westfields.

PRESENT

Councillor:	M R Sherman, Chairman
Councillors:	Mrs M E Smith, Chairman of the Council
	Mrs D E Alcock
	B E Moran, Vice-Chairman
	E A Lea
	D Lloyd-Griffiths
	J J Moore
	W W Scragg
	P Wilson

1. APOLOGIES FOR ABSENCE

Councillors	Mrs P E M Price
	N T Price

The above apologies were noted but not accepted.

2. REVIEW OF CLERK/RESPONSIBLE FINANCIAL OFFICER SALARY

The Chairman took this item first and asked the public to leave the room for this item. The present Salary Scale is Spinal Column Point 34, as recommended by the National Association of Local Councils, at the rate of 20/37 of that scale.

RESOLVED that the Clerk's salary is increased to Spinal Column Point 35.

RESOLVED that the Clerk prepares a list of his work activities highlighting those that are time consuming.

3. FINANCIAL STATEMENT FOR APPROVAL

RESOLVED: that the statement is approved.

4. CONFIRM STATEMENT OF 'EAR MARKED' RESERVES

The Clerk was urged to complete the Winterley road sign.

RESOLVED: that the statement is approved.

5. CASH PROJECTION FOR APPROVAL

RESOLVED: that the projection is approved.

6. ACCOUNTS FOR 2003/4 FOR APPROVAL

RESOLVED: that the accounts are approved.

7. CHEQUES FOR PAYMENT

The following cheques were approved for payment.

St Mary's Church Churchyard Maintenance LGA 1972 s214	£400.00
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St John's Church Churchyard Maintenance LGA 1972 s214	£200.00
St Peter's Church Churchyard Maintenance LGA 1972 s214	£200.00
Christ Church Churchyard Maintenance LGA 1972 s214	£200.00
Ettiley Heath Methodist Church Chyd Maintenance LGA 1972 s214	£200.00
Michelle Smith Chairman's allowance	£1,450.00
D Robinson Town Crier honorarium	£540.00
Normid Brass Band Civic Parade	£160.00
St Mary's Church Civic Service Refreshments	£40.00
Interdirect Ltd Web hosting	£176.25
Zurich Insurance Co Insurance 2004/5	£1,424.75
CBC Sandbach Partnership	£1,000.00

RESOLVED: that the payments are made

8. AUDIT

The Internal Auditor has notified that he requires the books on 28 June.

The External Auditor has notified that he requires the papers by 31 July.

RESOLVED: that the information is received.

9. ANNUAL RISK ASSESSMENT

The Clerk had produced a report. Members thought that the proposal to backup computer files with a single hard drive located permanently in the Clerk's home was inadequate. They required two hard drives as backup with one kept on different premises and the two exchanged on a monthly basis.

RESOLVED: that subject to the above change the report is accepted.

RESOLVED: that the Clerk procures the necessary equipment subject to a budget limit of £500.

10. INSURANCE SEMINAR

An insurance seminar takes place at Winsford on 16 July at a cost of £60.

RESOLVED: that the Chairman of the Finance Committee attends the seminar.

11. INLAND REVENUE DISPENSATIONS

Following a meeting of the Chairman of the Finance Committee and the Clerk with the Inland Revenue the result has been disappointing. A number of possibilities were discussed.

RESOLVED: that the Clerk continues to seek advice.

12. QUALITY COUNCIL COMMITTEE

The Quality Council Committee had had its first meeting and it was recognised that there would be cost implications if the Council's aspirations for greater responsibility including its own premises were to be successful. It was too early in the debate to make recommendations.

RESOLVED: that the situation is noted.

13. LETTERS OF THANKS FOR DONATIONS

13.1 Hope House

RESOLVED: that the letter be received.

14. APPLICATIONS FOR DONATIONS

14.1 Sandbach Rugby Union Football Club

Cllr Lloyd-Griffiths declared an interest and left the room. Cllrs Lea and Alcock declared an interest as members of CBC Planning Committee and took no part in the discussion.

The heating system and showers are unsafe and must be replaced. A letter and application form had been received.

RESOLVED: that a donation of £1,000 should be made.

14.2 Hope House

An application letter had been received requesting support for a Foden Band concert in Nantwich to raise money for Hope House.

RESOLVED: that since the Council had donated £1,000 to Hope House at its last meeting it would be inappropriate to donate a further sum at this stage but we will be happy to advertise the event on the Council notice board.

14.3 BIRD Neuro-Development Treatment

A letter had been received seeking general funding and an application form issued to them.

RESOLVED: that no action is taken until the completed form is returned.

14.4 Latham Memorial

Funding is sought for the resiting in High Street.

RESOLVED: that the matter is referred to the Council meeting on 8 July.

14.5 Foden-Richardson Band

Cllr Smith declared an interest and left the room.

An application had been received seeking funds to promote a free concert in Sandbach Park. Members were of the opinion that in view of the recent news about the predicament of the band the proposed event was inappropriate.

RESOLVED: that no donation is made but that the Council's wish to support the band is expressed and that a representative of the band is invited to attend a Town Council meeting to discuss its future.

15. DATE, TIME AND PLACE OF NEXT MEETING

The next Finance Committee Meeting is to be held on 5 August 2004 at the Mayor's Room, Westfields.

The meeting closed at 8.45 pm.

M R Sherman
Chairman

Ref: FCM250604