

SANDBACH TOWN COUNCIL

Finance, Policy and Governance Committee

Minutes for the meeting to be held on Thursday, 14th November 2019 at 7.00pm at the Sandbach Literary Institution, Hightown.

In attendance:

- Cllr D Jack
- Cllr Steven Kirkham
- Cllr Gill Merry
- Cllr Michael Muldoon
- Cllr Laura Crane
- Cllr Alan Smith
- Cllr Richard Hovey
- Cllr Ian Williams
- Cllr Keiran Seymour

1. APOLOGIES FOR ABSENCE

Apologies received from: Cllr Kathryn Flavell

Cllr Paula Eaton

No Apologies received from Cllr Sam Corcoran

Cllr Sue Ashcombe-Hurt

2. COMMITTEE CO-OPTION

RESOLVED: That Cllrs Alan Smith and Kathryn Flavell are co-opted to the committee.

3. DECLARATIONS OF INTEREST

Cllr Hovey declared an interest in item 7.3, UCan Play grant application as they are tenants of his and that he would make a statement but would not take part in any discussions.

Cllr G Merry declared a non-prejudice interest in item 7.3 as she sits on a committee with the applicant.

The Chair adjourned the meeting to allow questions from members of the public, as there was non the meeting was reconvened.

4. TO APPROVE THE MINUTES OF THE FINANCE POLICY AND GOVERNANCE MEETING ON 8th AUGUST 2019

RESOLVED: That the minutes are approved.

5. FINANCIAL STATEMENTS: SECOND QUARTER

[Attached: Simplified Accounts Summary, Detailed Income and Expenditure Cost Centre Report, Bank Reconciliation]

RESOLVED: That the financial statements are approved.

6. PAYMENTS MADE

RESOLVED: That the payments for the period 01st July to 30th September 2019 are approved.

7. APPLICATIONS FOR DONATIONS

Action: To approve applications and to delegate payment of the grant award from Community Grants nominal code (101-4530) to the Finance Officer.

BALANCE OF COMMUNITY GRANT FUNDS: £5279.02

7.1 MINERVA ARTS

Deferred application from 8th August 2019: They have applied for a grant of £2,000 to run a project called Cheshire's Popular Entertainment Routes.

RESOLVED: The applicant responded to the previous questions but there were still some queries: It was raised that on our grant criteria we do not normally fund running costs, queries on the artwork that is being produced, what is happening to those. The project is reliant on the other grant of £30,000. It was resolved that the application be deferred to February 2020 and invite the applicant in to speak to us regarding the project.

7.2 SANDBACH PCSO

They have applied for a grant of £600.60 to purchase a quantity of personal attack alarms. which would be distributed amongst the elderly & vulnerable members of the public.

RESOLVED: That under the Power of General Competency the items would be purchased and donated to the local PCSO as the application could not be considered as a grant due to information that cannot be made available, such as accounts. It was noted that the items should be handed out rather than be left for people to take and that visits to sheltered accommodation could take place before Christmas to hand them out too.

7.3 UCAN PLAY LTD

They have applied for a grant of £1932.50 to provide a series of musical workshops and coaching sessions for amateur bands working within the local community.

RESOLVED: Cllr Hovey made a statement to highlight the work the applicant do, and then took no part in the discussions and abstained from voting on the decision. Members noted that projects to encourage

musicians in Sandbach is very welcome, and that music is a skill something that stays with people for life. It was resolved that the grant be awarded in full.

8. APOLOGIES FOR ABSENCE

The item was raised for committee discussion regarding how apologies should be received. The Chair highlighted that any variance on Standing Orders must be presented by a written petition of 10 Councillors to full council for discussion and suggested that the committee do not move this as an item, but should members wish to follow this up to take it to full Council. Committee members did note that it could still be discussed at this meeting as it is a Governance issue. Comments noted were: That the current arrangement is apologies should be given by 6pm on the day of the meeting to the clerk [of the meeting], and that by 6pm the clerk will be aware of we are quorate or not prior to the meeting. It was noted that any circumstances that arose in the hour before the meeting to prevent someone from attending would be quite extreme for someone not to be able to give an apology, a late which would surely be accepted. Noted also was that this issue would only be relevant to people who had missed a number of meetings in a row.

RESOLVED: That it be noted a discussion has taken place, and that at this moment Councillors present are not willing to change standing orders, however, should members of the full Council wish to do that the they must follow procedures under Standing Order 25.

9. PURCHASE INVOICE

RESOLVED:

i- That ANSA invoice 531020889 for £9,303.16 (£7,752.63 plus £1,550.53 VAT) which the annual charge for hanging baskets, is approved for payment. To be coded to 4503-110 and 4600-400, and that the payment is delegated to the Finance Officer.

ii- The overspend of £152.63 on budget line 4503-110 is noted.

10. GRANT FEEDBACK FORMS

There were none, however, it was requested that the Finance officer contact the previous grant awardees who had not submitted their forms for this year to ask for the forms to be returned.

11. LETTERS OF THANKS

There was none

12. CORRESPONDENCE

There was none

13. ITEMS FOR THE NEXT MEETING

Cllr Seymour noted an item from a previous Council meeting about moving towards a paperless office and requested an update.

14. UNDISCHARGED RESOLUTIONS

Undischarged item was discussed at this meeting, see item 7.1.

15. DATE AND TIME OF NEXT MEETINGS

The date of the next meeting of the Finance, Policy and Governance Committee is Thursday 6th February 2020 at 7.00pm at the Sandbach Literary Institution, Hightown.

Meeting closed at 7.31pm

Cllr D Jack (Chair)

SVS

DRAFT