



FINANCE, POLICY AND GOVERNANCE COMMITTEE

Minutes for the meeting held on **Wednesday, 9 August 2023**
at 7.00pm in Sandbach Town Hall.

Present Councillors: Cllrs G Lindop (Chair), J Arnold, N Cook, K England, D Hegarty, M Mitchel, A Nevitt, T Wheatcroft.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs S Corcoran and M Deakin.

2. DECLARATIONS OF INTEREST

Cllr L Crane declared an non-pecuniary interest in items 6 a and b which she considered to be non-prejudicial.

The Chair adjourned the meeting to allow presentations and questions relating to items on this agenda from members of the public. Three out of the four grant applicants made presentations to the Committee and took questions in advance of their applications being considered for formally under item 6 of the Agenda.

The Chair reconvened the meeting.

3. EXCLUSION OF PUBLIC AND PRESS

To consider, under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), press representatives and public be excluded from the meeting for any of the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

Lead: Chair

Resolved: *No items were excluded from the press and public.*

4. MINUTES OF THE FINANCE POLICY AND GOVERNANCE MEETING

[Attached: Minutes of the meeting held 1 February 2023]

Lead: Chair

Resolved: *The minutes of the 1st February 2023 meeting were approved as an accurate record. It was noted that the item for Sponsorship was outstanding. The Chief Officer explained this was due to a legacy backlog of*

work relating to policy review and current lack of resources to deal with non urgent work.

5. COMMITTEE TERMS OF REFERENCE

[Attached: Draft Terms of Reference]

Lead: Chair

Resolved: the draft terms of reference were considered and it was agreed that reference to the new small grants policy and reporting image data breaches should be included in the proposed Terms of Reference to Council.

6. GRANTS APPLICATIONS (OVER £500 and UNDER £5,000)

[Attached: Grant Applications received in Quarter 1]

Lead: Chair

The Chair thanked all the applicants for their presentations and for providing additional information where requested.

6a Veg and Vibe LTD – requested amount £5,000;

Members were concerned that this was a large sum, when there was already provision through the cooking on a budget initiative, to which the Council had already made a significant contribution.

6b Sandbach Partnership - requested amount £2,520;

Members were concerned that this event was free of charge and that there had been no specific fund raising from the applicant towards event costs.

6c SW Cheshire Scouts – Shipton Explorer Scout Unit - requested amount £2,000

Members were concerned that the applicant had not attended the meeting and could not therefore resolve queries regarding timing and benefactors of the grant.

6d SMILE – requested amount £4,280

Members fully supported this application and felt it provided a vital service in the local community.

Resolved:

- i) Sandbach Partnership were awarded £1,280 following a named vote on the amendment to award half the requested amount. An initial amendment to award £1,750 fell.

Cllrs	Amend 1	Amend 2
M Mitchell	A	A
T Wheatcroft	F	F
N Cook	F	F
K England	F	F
L Crane	A	A
A Nevitt	A	A
J Arnold	A	A
D Hegarty	F	F
G Lindop (Chair)	A	F
Result	5 A 4 F	5 F 4 A
Decision	FELL	CARRIED

- ii) SMILE was awarded the full amount of £4,280

7. **SMALL GRANTS ALLOCATION SUMMARY**

[Attached: Small Grant Application Summary]

Lead: Chair

Resolved:

- i) That the small grants approved in Quarter 1 are noted;
- ii) It was approved that the remaining budget of £1,150 is merged with the main Grants budget (code 4530) for future allocations.

8. **CORPORATE STRATEGY OBJECTIVES**

[Attached: Corporate Strategy Document Extract]

Lead: Chair

At its meeting on 7 June 2023, Council agreed to request that Service Committees would review the actions within their remit and report back on their status and priority. Some questions were raised about the relevance of some of the actions and felt they may be outside the terms of reference. Members also felt that it was necessary to carry out some focussed work to determine both priorities and actions to deliver those priorities

Resolved: *To recommend to Full Council that a Task and Finish Group is set up to establish the priorities and actions for the Council to complete its delivery of the Corporate Strategy in the most efficient manner.*

9. **CURRENT YEAR BUDGET**

[Attached: RBS 2023-24 Budget & Actuals June Summary]

Lead: Chair

It was confirmed that the payment under projects was the first installment of the Cost of Living contribution to the pantry and cooking on a budget initiative. The Chief Officer agreed to explore if the account heading could be made more specific although this is determined by the finance system. A request was made for information relating to the Small Common Capital Project which falls outside the revenue budget. It was noted that Town Hall income was over budget for the first quarter and the team were thanked for their efforts in this regard. Also noted that outdoor market income was under budget and the Co noted that this was intended to be addressed by the current rent review and the market modernisation programme.

Resolved: *the actuals against budget position for Finance, Policy and Governance Committee activities were noted.*

10. **QUARTERLY FINANCE REPORTS**

[Attached: 10a Q1 2023-24 BACS & DD Payments made;
10b Q1 2023-24 CREDIT CARD Payments made;
10c Q1 2023-24 Payments made Current Acc;
10d Q1 2023-24 PETTY CASH Payments made]

Lead: Chair

The Party in the Park invoice was discussed and references made to possible insurance cover. The Chief Officer agreed to circulate the final cost of the Party in the Park event to members of the Committee in due course.

Resolved: *The Q1 Financial Reports were approved*

11. **ITEMS FOR THE NEXT MEETING (where resources allow)**

Policy Review (including Sponsorship Criteria); 2024-25 Budget Recommendation.

12. DATE AND TIME OF NEXT MEETING

The date of the next meeting is Wednesday 22nd November 2023 at 7pm in Sandbach Town Hall

Meeting Closed 8.35pm
Cllr G Lindop / CL