MINUTES OF THE CHEADLE TOWN COUNCIL FINANCE & RESOURCES COMMITTEE MEETING HELD ON MONDAY 10th JUNE 2024

46. PRESENT – Councillors M. Staton (Chair), V. O'Shea (Vice Chair), I. Plant, C. Clark, D. Wilson and S. Ellis.

47. APOLOGIES – Councillors Mrs P. Upton and J. Mason

48. DECLARATIONS OF INTEREST – Cllr S Ellis declared an interest in any matter relating to the Community Band due to family member is a band member.

49. SECTION 33 DISPENSATION REQUESTS – None

RESOLVED ITEMS

50. CONFIRMATION OF THE MINUTES OF MONDAY 15th APRIL 2024 –
The minutes were approved and confirmed as correct.

51. PAYMENTS FOR APPROVAL JUNE–

Description	Supplier	Net	VAT	Total
Community Reassurance	Nicky Derrett	2,975.00		2,975.00
Churchill Road Peppercorn Rent	SMDC	0.05		0.05
General Maintenance	Homepoint	38.49	7.70	46.19
Padlock	Homepoint	13.96	2.79	16.75
Pest Control Contract	SMDC	191.67	38.33	230.00
Music/Car Event - Live Act	Fi Baker	150.00		150.00
Music/Car Event - Live Act	Space Monkey Band	300.00		300.00
Music/Car Event - Live Act	Henry Myles Music	100.00		100.00
Music/Car Event - Tear Drop Banner	Woodward Printers	270.00	54.00	324.00
Music/Car Event - Medals	JS Sports UK Ltd	50.00		50.00
Music/Car Event - Funfair	Funfair Ride Hire	1,000.00		1,000.00
Electricity Supply - Small Bowling Pavilion	A. J. Beaman Construction Ltd	750.00	150.00	900.00
Insurance	Zurich	5,384.00		5,384.00
Microsoft Office 365	PCone Computer Solutions	160.00	32.00	192.00
Photocopier quarterly charges	Xerox	77.62	15.52	93.14
Music/Car Event - DAB Band Deposit	DAB Band	700.00		700.00
Football Changing Room	RG Building & Joinery Ltd	11,943.75	2,388.75	14,332.50
Stage 8 - Bowling Pavilion	A. J. Beaman Construction Ltd	8,150.00	1,630.00	9,780.00
	Total	**32,254.54**	**4,319.09**	**36,573.63**

RECOMMENDATIONS TO FULL COUNCIL

52. TERMS OF REFERENCE – COMMITTEE MEMBERSHIP

The Committee will review the terms of reference in details at the next meeting, but recommends to the Full Council the minimum membership be reduced to 7 as this is a third of the full Council. The Current membership of the Finance & Resources Committee is 8 Councillors following the Annual Council Meeting (Here after referred to as ACM). It also recommends that all other committees review the terms of reference at the first meeting of the newly formed committee following the ACM and standing orders to reflect this recommendation.

53. APPROVE THE BANK RECONCILIATION FOR APRIL 2024 - The bank reconciliation for April 2024 was reviewed and accepted as a true record, R. Parker will review the difference of £6.86 with the view to balance for the next Committee Meeting, with a recommendation for Full Council to approve.

	Bank Reconciliation at 30/04/2024			
	Cash in Hand 01/04/2024			401,623.66
	ADD			
	Receipts 01/04/2024 - 30/04/2024			183,099.39
				584,723.05
	SUBTRACT			
	Payments 01/04/2024 - 30/04/2024			80,387.70
A	**Cash in Hand 30/04/2024** (per Cash Book)			**504,335.35**
	Cash in hand per Bank Statements			
	Petty Cash	30/04/2024	100.00	
	Business Money Manager	30/04/2024	501,742.21	
	Current Account	30/04/2024	2,500.00	
				504,342.21
	Less unpresented payments			
				504,342.21
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**504,342.21**
	Error A does NOT equal B			
	ERROR IS	**£-6.86**		

54. PAYMENTS & RECEIPTS LIST REPORTS FOR APRIL 2024 – Reviewed & accepted reports as a true record, with a recommendation for Full Council to approve.
The below were highlighted from the review of the reports.

- Water bills were reviewed with the estimated usage charges, Cllr Plant will investigate further with the water meters.
- Gas & Electricity bills - it was recommended that identified if estimated or meter reading on the reports
- Outstanding invoices from Party in Park – Anchor Inn to be forward again M Deville has advised he will pay the outstanding invoice.

- R. Parker will review the payment for the medals for the event which was paid via Cash by Cllr I Plant to ensure that this can be reimbursed to Cllr Plant and reclaimed via the funding.
- R. Parker will review a template timesheet for the Community Reassurance as previously requested and distribute accordingly.

55. MONITORING OF EXPENDITURE FOR TEAN ROAD REC BOWLING PAVILION

The Committee reviewed the expenditure for all projects relating to the Tean Road Recreation Ground and 106 funding, there are overspends for the project which will need further review for budget monitoring and potential sources of funding to complete the outstanding project which Cheadle Town Council wish to deliver on the Recreation Ground. R. Parker to obtain guidance on estimated cost and report back to Cllr I Plant and there after the Committee.

56. CONFIRMATION OF COUNCILS INSURANCE

Cllr M. Staton and R. Parker reviewed the asset register alongside the insurance schedule as agreed at the last Committee meeting. The new schedule received is now inclusive of the items requiring insurance and assets which have been disposed of. The 3-year plan was agreed by the Committee, R. Parker to confirm with the account manager.

COMMITTEE ACTION PLAN

57. REVIEW OF FINANCIAL REGULATIONS

The Council are operating under the current regulations, although these suffice a full review to move towards the model financial regulations. Cllr M Station, Cllr V O'Shea and R. Parker to arrange a meeting to review in detail and report back to the Committee.

CONFIDENTAIL ITEMS

None

There being no further business the meeting was brought to a close.

Signed…….