MINUTES OF THE CHEADLE TOWN COUNCIL FINANCE & RESOURCES COMMITTEE MEETING HELD ON MONDAY 10th MARCH 2025

540. PRESENT – Councillors M. Staton (Chair), I. Plant, C. Clark, D. Wilson, S. Ellis, A.Thomas, V. O'Shea (Vice Chair) and Ms P Upton.

541. APOLOGIES – None

542. DECLARATIONS OF INTEREST –

Councillor S. Ellis declared an interest in the payments for approval due the reimbursement of the bowling pavilion chairs.

543. SECTION 33 DISPENSATION REQUESTS – None

RESOLVED ITEMS

544. CONFIRMATION OF THE MINUTES OF MONDAY 10th MARCH 2025 –
The minutes were approved and confirmed as correct.

545. PAYMENTS FOR APPROVAL MARCH 2025 –
All payments were reviewed by the Committee and approved accordingly.

Description	Supplier	VAT Type	Net	VAT	Total
2 x Sanitary Units	B Hygienic Limited	S	108.32	21.66	129.98
Grounds Maintenance SLA	SMDC	S	94,555.00	18,911.00	113,466.00
Football Sheds - Coat Hooks	Cllr P Upton	Z	14.99		14.99
Maintenance Contract	Happy Pig Company	Z	1,137.00		1,137.00
Replacement Damaged Camera	CAM-TEC LTD	S	770.00	154.00	924.00
Cemetery Headstone Inspectio	Eddie Clarke	S	4,995.03	999.01	5,994.04
Lengthsman Scheme Works	Gary Bentley - Lengthsman	Z	340.00		340.00
Lengthsman Scheme Works	Gary Bentley - Lengthsman	Z	1,350.00		1,350.00
Pest Control Contract	SMDC	Z	230.00		230.00
Office Cleaning	Happy Pig Company	Z	105.00		105.00
Mayors Allowance - Flowers	Varnish & Sprigs Florist	Z	40.00		40.00
Photocopier quarterly charges	Xerox	S	77.62	15.52	93.14
Bowling Pavilion - Tables	Furniture @ Work	S	906.00	181.20	1,087.20
VE Day Flags	VE DAY	Z	120.67		120.67
Pavilion Chairs	Cllr S Ellis	Z	188.80		188.80
	Total		**104,938.43**	**20,282.39**	**125,220.82**

RECOMMENDATIONS TO FULL COUNCIL

546. APPROVE THE BANK RECONCILIATION FOR JANUARY 2025 - The bank reconciliation for January 2025 was reviewed and accepted as a true record with the corresponding bank statements signed and approved.

	Bank Reconciliation at 31/01/2025			
	Cash in Hand 01/04/2024			401,630.52
	ADD			
	Receipts 01/04/2024 - 31/01/2025			502,823.39
				904,453.91
	SUBTRACT			
	Payments 01/04/2024 - 31/01/2025			547,376.44
A	**Cash in Hand 31/01/2025** (per Cash Book)			**357,077.47**
	Cash in hand per Bank Statements			
	Petty Cash	31/01/2025	100.00	
	Business Money Manager	31/01/2025	355,148.33	
	Current Account	31/01/2025	2,500.00	
				357,748.33
	Less unpresented payments			670.86
				357,077.47
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**357,077.47**
	A = B Checks out OK			

547. PAYMENTS & RECEIPTS LIST REPORTS FOR JANUARY 2025 – Reviewed & accepted reports as a true record, with a recommendation for Full Council to approve.

548. REVIEW YEAR-TO-DATE EXPENDITURE

The Committee assessed the year-to-date expenditures and recommended them for approval by the Full Council. The RFO is tasked with investigating the most effective method for reporting earmarked reserves, as their inclusion in the budget expenditures may distort the anticipated financial outlook for the year. At present, there is an estimated overspend of approximately £2,500, which does not account for earmarked reserve expenditures or income. The RFO will conduct a more detailed review of the expenditures but has provided this information as a preliminary estimate. The Committee agreed to the expenditure for the purchase of a gazebo within budget once following confirmation one hasn't been purchased within this financial year.

549. CONFIRMATION OF APPROVED GRANT – SMALL BOWLING PAVILION

The Committee accepted the grant and the project will be included on the Leisure & Operations agenda.

COMMITTEE ACTION PLAN

550. MONITORING OF EXPENDITURE FOR TEAN ROAD REC PROJECT

The grant applications have been submitted to the relevant parties and there is only one further expected invoice for the bowling pavilion project. The Committee will continue to review the expenditure for the project.

551. MID TO LONG-TERM FINANCIAL PLANNING

The plan was reviewed and updated accordingly and will continue to form a base for Councils financial plans.

552. REVIEW OF FINANCIAL REGULATIONS

The RFO provided the Committee with a preliminary draft of the NALC Model Regulations, which is currently under consideration for additional amendments and best practices tailored for Cheadle Town Council. The Committee acknowledged that the existing regulations are adequate; however, they will proceed with the adoption of the model financial regulations. A separate meeting will be convened to review the regulations thoroughly, with a date in June to be arranged for this purpose.

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553. REVIEW OF HAPPY PIG CONTRACT

The Committee reviewed the Bill of Quantities and identified the necessary amendments, which will be forwarded to the Clerk. The Committee acknowledged the correspondence from Happy Pig Co and will reassess the contract after Version 4 of the BOQ has been evaluated and priced by the contractor for the service renewal. Furthermore, the Committee agreed that the contractor's pricing should be based on service delivery rather than hourly rates.

554. REVIEW OF COMMUNITY REASSURANCE CONTRACT

R Parker advised the Committee that Cllr P. Upton had met with SMDC and secured funding of £5000 retrospectively for last year’s program and Cllr Upton will provide further update at the next meeting.

555. REVIEW OF LENGTHSMAN CONTRACT

Following confirmation from the Clerk the contract o. However, the Committee instructed that the invoices must be received a minimum of quarterly and the coinciding POs made available to the Committee.

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

Signed…….