MINUTES OF THE CHEADLE TOWN COUNCIL FINANCE & RESOURCES COMMITTEE MEETING HELD ON MONDAY 12TH JUNE 2023 AT THE LODGE AT 7PM.

60. PRESENT – Councillors V. O'Shea (Vice Chair), I. Plant, and S. Ellis

61. APOLOGIES – Councillors M. Staton, J. Mason and M. Haines.

62. DECLARATIONS OF INTEREST – None

63. SECTION 33 DISPENSATION REQUESTS – None

RESOLVED ITEMS

64. CONFIRMATION OF THE MINUTES OF WEDNESDAY 5TH APRIL 2023 – Approved and confirmed as a correct.

65. PAYMENTS FOR APPROVAL JUNE –

Description	Supplier	Net	VAT	Total
Kings Coronation Signage	Rowlinson Signs	£115	£23	£138
Kings Coronation – PA System	Churnet Sound	£250		£250
Land Rent – Churchill Road	SMDC	£0.05		£0.05
General Maintenance	Travis Perkins	£274.76	£54.95	£332.71
SPCA/NALC Membership	SPCA	£1047.41		£1047.41
Kings Coronation Event	Kenral Ltd	£13.53		£13.53
Annual Parish Meeting Room Hire	Guild Hall	£100		£100
TOTAL		**£1800.75**	**£77.95**	**£1878.70**

66. GRANT APPLICATIONS PREVIOUSLY DEFERRED–

CAB Grant – It was resolved that due to the original application submitted by the Cheadle CAB that the new organisation would be required to submit a new application. Evidence of the level of service intended for Cheadle along with the over heads with regards to the offices based in Cheadle. Confirmation in writing by the applicant would be required to ensure that the grant funds would be solely used within the Cheadle area to ensure the grant comply' s with the law. The Council cannot legally support organisations not operating within our parish boundary.

Cheadle Carnival -It was resolved that the grant would be denied as the applicant as failed to respond to correspondence requesting additional information to support the application. This was the final meeting at which this matter could be decided prior to the event therefore with regret the only option available at this time was to decline the application, however the Council wish to support this event and therefore the ground hire fee will be waived as in previous years.

RECOMMENDATIONS TO FULL COUNCIL

67. **REVIEW TERMS OF REFERENCE –** The terms of reference were agreed as a recommendation to Full Council with one amendment regarding the membership. The current membership within terms of reference is min 9 and max 13, the Committee recommends to change this to a min 8 and max 12. 6 Councillors are members of the Committee therefore a minimum of 2 Councillors would be required to join the Committee, should the Full Council be minded to approve this recommendation.

68. **BANK RECONCILIATION FOR APRIL -** The bank reconciliation for April 2023 was reviewed, R. Parker explained the bank reconciliation is out by £550 which relates to last year's adjustments and accepted as a true record, with a recommendation for Full Council to approve.

69. **PAYMENTS & RECEIPTS LIST REPORTS FOR APRIL 2023 –** Reviewed & accepted as a true record, with a recommendation for Full Council to approve.

70. **CHEADLE UNITED CHARITIES APPOINT TRUSTEES**

The Committee recommends that the current membership of the Finance & Resources Committee form the trustees for this financial year.

71. **REVIEW OF GRANT POLICY & PROCEDURAL DATES**

The grants policy dates were reviewed, the recommendation to Full Council is for the deadline dates to remain the same with only one allocation date throughout the year therefore there would be no late submissions after this deadline. The current deadlines are in November to support the budget setting to be paid in the next financial year. The current policy allows late submissions to be reviewed in the new financial year, this would be eliminated from the policy. The Policy will require further review as to how the grants are allocated such as a criteria scheme. The RFO R. Parker highlighted to the Committee that the current timeframe poses a risk to the Council with regards to payment of grants due to the time lapse, it was recommended to the Committee by the RFO to change the submission dates to April allowing the application review date and payment dates to co-inside. The Committee added a stipulation that the grants wouldn't be awarded in the new financial year without confirmation that the details in which the grand was awarded remain the same.

72. WORKING PARTY/COUNCILLORS TO REVIEW THE NEW WEBSITE

The Committee recommends that the website be reviewed initially by the Clerks and have their recommendations submitted to the finance & resources committee for a September meeting in preparation for the website to go live once this has been approved by the Committee & Full Council.

73. SOCIAL MEDIA – FACEBOOK PAGE

It was agreed to recommend to Full Council that the Clerks set up a draft Facebook page for the Committee to review with the officers having access to upload media releases only with the comment function removed. This Facebook page will allow the Council to promote and engage with the local community.

COMMITTEE ACTION PLAN ITEMS

74. BANK MANDATE & ONLINE BANKING

The Committee recommends that all members of the Committee be included within bank mandate, this will be included within the next Finance & Resources Committee meeting for inclusion of all members following the additional members required and the relevant paperwork for Full Council approval.

75. REVIEW OF COMMITTEE ACTION PLAN & FUNDING OPERTUNITIES

The action plan was reviewed and confirmed as correct with the addition of funding opportunities. This will be included as an agenda item for each meeting to monitor progress.

76. REVIEW OF COUNCILS DIRECT DEBITS & CONTRACTUAL MONTHLY PAYMENTS

The Committee reviewed the document and requested an inclusion of a price range to the fluctuating payments. This will be presented at the next Finance & Resources meeting.

77. CONFIRMATION OF GRANT APPROVED BY COMMUNITY SAFETY PARTNERSHIP (CPS) COMMUNITY REASSURANCE PROGRAM

The Committee were advised that the grant of £3000 has been awarded to the Town Council, however there are queries as to stipulations to how the funds are to be allocated. The response to the queries is pending, therefore the item was deferred but would form part of the Leisure & Operations Committee agenda who have the responsibility for the Community Reassurance Program.

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

Signed…….