MINUTES OF THE CHEADLE TOWN COUNCIL FINANCE & RESOURCES COMMITTEE MEETING HELD ON WEDNESDAY 5th APRIL 2023 AT THE LODGE AT 7PM.

530. PRESENT – Councillors M. Staton (Chair), N. Wood (Vice Chair), Mrs. S. Walley, I. Plant, A. D. J. Thomas, Mrs P. Upton and R. Wood.

531. APOLOGIES – Councillors S. Ellis and D Ottley.

532. DECLARATIONS OF INTEREST – None

533. SECTION 33 DISPENSATION REQUESTS – None

RESOLVED ITEMS

534. CONFIRMATION OF THE MINUTES OF WEDNESDAY 8TH MARCH 2023 – Approved and confirmed as a correct record with the amendment to include Cllr S.Walley in the present list.

535. PAYMENTS FOR APPROVAL –

Description	Supplier	Net	VAT	Total
Photocopier Quarterly Charges	Xeorx	£77.62	£15.52	£93.14
Lengthsman – Bourne Fountain	Gary Bentley	£250		£250
Lengthsman – Weed Spray	Gary Bentley	£300		£300
Scribe Accounts Software	Scribe	£907.20	£181.44	£1088.64
TOTAL		**£627.62**	**£196.96**	**£1731.78**

536. GRANT APPLICATIONS & REVIEW POLICY REGARDING SUBMISSION DATES –

The deadline dates were discussed but would require further review to establish the best practice for Council to review and award grants.

Review of the CAB Grant – Due to the changes within the structure of CAB now under Stoke on Trent the committee agreed to write to the applicant to advise the grant wouldn't be able to be awarded at this current time to ensure the Council is acting in a legal capacity therefore the council would seek further information. The Town Council is legally only able to support applicants within Cheadle therefore further information would be required.

Cheadle Carnival - The Committee reviewed the application along with associated accounts. The Committee raised queries with the accounts presented with the application and agreed to write the applicant for clarification before making a decision.

Miscellaneous Grant - Cash for Kids – The committee reviewed and agreed to award a £200 grant to the applicant.

RECOMMENDATIONS TO FULL COUNCIL

537. **BANK RECONCILIATION FOR FEBRUARY -** The Bank Reconciliation for February 2023 was reviewed and accepted as a true record, with a recommendation for Full Council to approve.

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

539. **SUMMARY OF RECEIPTS/PAYMENTS YEAR TO DATE -** Reviewed and accepted as a true record. The Deputy Clerk updated the committee on the queries raised at the last meeting. The reserve balances will show on the overall spend however there are reports available to exclude the earmarked reserves and provide a separate report with the reserve expenditure.

540. **NET POSITION REPORT TO FEBRUARY 2023**

Reviewed and accepted as a true record with a recommendation to Full Council to approve.

541. **REVIEW OF THE DRAFT ASSET REGISTER**

The Deputy Clerk provided the committee with a draft report of council's assets, there are items which have been added to the register which have previously not been included, along with additional assets council have procured, the schedule for disposal was also updated. The register is still under review as there are items which require further investigation. It will be highlighted to the Internal Auditor that an extensive review has been carried out which will explain the significant changes.

CONFIENDTIAL ITEMS

542. **REVIEW THE RECOMMENDATION & QUOTE FROM THE LEISURE & OPERATIONS FOR ELECTRICAL WORKS & TESTING –** The committee support the recommendation to accept the quote with the exception of item 4 which would be reviewed at a later date.

543. **REVIEW THE HAPPY PIG CONTRACT –** This item was deferred until the relevant information was made available to the committee.

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

Signed…….

Bank Rec March 2023

	Bank Reconciliation at 31/03/2023			
	Cash in Hand 01/04/2022			303,704.46
	ADD			
	Receipts 01/04/2022 - 31/03/2023			409,513.55
				713,218.01
	SUBTRACT			
	Payments 01/04/2022 - 31/03/2023			413,208.20
A	**Cash in Hand 31/03/2023** (per Cash Book)			**300,009.81**
	Cash in hand per Bank Statements			
	Petty Cash	31/03/2023	100.00	
	Cheadle United Charity	31/03/2023	0.00	
	Business Money Manager	31/03/2023	298,952.95	
	Current Account	31/03/2023	2,500.00	
				301,552.95
	Less unpresented payments			1,543.14
				300,009.81
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**300,009.81**
	A = B Checks out OK			

PAYMENTS & RECEIPTS LIST

Code	Description	Supplier	Net	VAT	Total
Mayor Allowance	Payment - award sponsorship	Painsley Academy	-£30.00		-£30.00
Bank Charges	Payment - Bank Charges	NATWEST	-£13.65		-£13.65
Burial Fund	Payment - Cemetery Ext Ecological Management Plan	AWscape Ltd	-£1,425.00	-£285.00	-£1,710.00
Mayor Allowance	Payment - Civic Carol Service Refreshments	Mr & Mrs Routledge	-£18.24		-£18.24
Mayor Allowance	Payment - Civic Dinner	Stone Town Council	-£69.90		-£69.90
Mayor Allowance	Payment - Civic Dinner	Biddulph Town Council	-£80.00		-£80.00
Deputy Mayor Allowance	Payment - Civic Dinner	Biddulph Town Council	-£80.00		-£80.00
Community Reassurance	Payment - Community Reassurance	Nicky Derrett	-£787.50		-£787.50
Gas/Electric	Payment - Electricity - Freehay Defib	SWALEC	-£19.98	-£0.99	-£20.97
Gas/Electric	Payment - Electricity - The Lodge	Corona Energy	-£157.17	-£7.86	-£165.03
Gas/Electric	Payment - Electricity x 4 sites	Corona Energy	-£135.31	-£6.77	-£142.08
Operational Contingency	Payment - Engraving x 2 plaques & valuation Mayoral chains	Rileys Watchmarkers Ltd	-£53.20		-£53.20
Operational Contingency	Payment - Engraving x 2 plaques & valuation Mayoral chains	Rileys Watchmarkers Ltd	-£21.95		-£21.95
Gas/Electric	Payment - Gas - The Lodge	Corona Energy	-£130.99	-£6.55	-£137.54
Miscellaneous Grants	Payment - Grant - Moorlands Vol Transport	Moorlands Voluntary Transport	-£200.00		-£200.00
SLA Grounds Maintenance Contract	Payment - Grounds Maintenance SLA	Alliance Environmental Services	-£80,898.53	-£16,179.71	-£97,078.24
Hire of Chamber	Payment - Hire of Chambers	JJ Construction Ltd	-£1,440.00		-£1,440.00
Lengthsman	Payment - Lengthsman Scheme Works	Gary Bentley - Lengthsman Scheme			
Lengthsman	Payment - Lengthsman Scheme Works	Gary Bentley - Lengthsman Scheme			
Maintenance Contract	Payment - Maintenance Contract	Happy Pig Company	-£1,137.00		-£1,137.00
Mayor Allowance	Payment - Mayors Charity Event	Ashbourne Town Council	-£46.90		-£46.90
Mayor Allowance	Payment - Mayors Charity Event	Ashbourne Town Council			
Mayor Allowance	Payment - Mayors Textile Event	Biddulph Town Council	-£30.00		-£30.00
Office Cleaning	Payment - Office Cleaning	Happy Pig Company	-£120.00		-£120.00
Operational Contingency	Payment - Petty Cash	Cheadle Town Council	-£200.00		-£200.00
Stationery & Printing	Payment - Photocopier quarterly charges	Xeorx	-£77.62	-£15.52	-£93.14
Burial Fund	Payment - Planning Application Fee	SMDC	-£148.20		-£148.20
Maintenance/Repairs	Payment - Replacement Fridge	T & G Electrics	-£215.84	-£43.16	-£259.00
Sage	Payment - Sage	Sage	-£7.00	-£1.40	-£8.40
Salaries	Payment - Salaries	Cheadle Town Council	-£6,495.59		-£6,495.59

Maintenance/Repairs	Payment - Skip Hire	Hartleys Skip Hire	-£66.67	-£13.33	-£80.00
Stationery & Printing	Payment - Stationery	Interoffice Ltd	-£156.02	-£31.20	-£187.22
Waste Contracts	Payment - Waste Contract - Cemetery	SMDC	-£182.59		-£182.59
Waste Contracts	Payment - Waste Contract - The Lodge	SMDC	-£19.19		-£19.19
			-£94,464.04	**-£16,591.49**	**-£111,055.53**
Allotment Annual Fee	Receipt - Allotment Rental Fee	Allotments	£875.00		£875.00
Bank Interest	Receipt - Bank Interest	NATWEST	£330.73		£330.73
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors			
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£883.00		£883.00
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors			
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£530.00		£530.00
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£178.00		£178.00
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£178.00		£178.00
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£883.00		£883.00
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£589.00		£589.00
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£883.00		£883.00
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£883.00		£883.00
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£530.00		£530.00
Burial Fees	Receipt - Burial Fee	JP Keates Funeral Directors	£530.00		£530.00
Burial Fees	Receipt - Burial Fee	David H Smith Funeral Directors Ltd	£1,118.00		£1,118.00
Burial Fees	Receipt - Burial Fee	Mr Rodgers	£178.00		£178.00
Burial Fees	Receipt - Burial Fee	Samuel Sigley & Son Funeral Directors	£883.00		£883.00
Burial Fees	Receipt - Burial Fee	Samuel Sigley & Son Funeral Directors	£1,766.00		£1,766.00
Burial Fees	Receipt - Burial Fee	Field Funeral Directors	£178.00		£178.00
Burial Fees	Receipt - Burial Fee	Williamson Brothers Limited	£1,118.00		£1,118.00
Kings Coronation	Receipt - Grant - Kings Coronation	Staffordshire Moorlands District Council	£1,000.00		£1,000.00
Mayoral Fund Raising	Receipt - Mayor Fund Raising Tickets Quiz night	Cheadle Town Council	£935.00		£935.00
Mayoral Fund Raising	Receipt - Mayor Fund Raising Tickets Quiz night	Cheadle Town Council	£65.00		£65.00
VAT Reclaim	Receipt - VAT Reclaim	HMRC		£18,634.56	£18,634.56
			£14,513.73		**£33,148.29**