

MIDDLEWICH TOWN COUNCIL

Minutes of a Meeting of the Town Council's Finance, Policy and Governance Committee, held in Room 3B at the above address on Monday 1st February 2016, commencing at 6.00pm.

PRESENT

Councillor S Moss (in the Chair) and Councillors PJ Farrell and K Kingston

OFFICERS PRESENT

JPA Williams, Town Clerk and DJ French, Assistant Town Clerk

APOLOGIES FOR ABSENCE

Councillor SN McGrory

106 DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

- Councillor PJ Farrell – declared an interest in the Middlewich Community Trust as she was a trustee; and in Middlewich Good Neighbours;
- Councillor S Moss declared an interest in the Middlewich Community Trust as she was a trustee; she also declared that she knew one of the Grant Applicants.

107 MINUTES

Resolved:

That the minutes of the meeting of the Committee held on 7th December be confirmed as a correct record.

108 TOWN COUNCIL BUDGET

The Committee noted the conclusion of the budget process. The budget had been considered at a number of meetings to which all Members had been invited, at which line by line consideration had been given to budget items. The final stage was approval of the budget by the full Town Council on 11th January. The precept request had now been submitted to Cheshire East Council.

Resolved: That the conclusion of the budget process be noted.

109 TOWN COUNCIL GRANT SCHEME AND APPLICATIONS FOR FUNDING

(a) The Committee considered the following grant applications:

- Middlewich Good Neighbours -application for £500 towards printing Handbooks for Members containing essential information which would be given to each Member upon registration;
- Sandbach and District Talking Newspaper – application for £800 to purchase a further supply of Boom Boxes for listeners and a supply of USB memory sticks;
- Winsford Over 3 Athletic Junior Football Club –application for £350-£400 towards the cost of a football tour to Barcelona;
- Middlewich and District Show Society – application for £500 to provide commemorative materials; website and promotion of the 160th Annual Show;
- Middlewich Music – application for £500 to purchase a full PA system;
- Middlewich High School Community Choir – application for £500 to purchase sheet music and equipment.

(b) the Committee noted that an award of a Grant of £5,000 had been approved at the meeting of the Town Council on 11th January to the Middlewich Community Trust.

Resolved: that

(a) the application from Middlewich Good Neighbours be deferred to seek further clarification regarding the figures on page one of the application; and the costs of the project to reprint the handbook;

(b) a grant of £200 be awarded to the Sandbach and District Talking Newspaper subject to funding being received from other sources too;

(c) a grant is not awarded to Winsford Over 3 Athletic Junior Football Club on the grounds that although Members noted that the squad does contain some children from Middlewich and regular training sessions are held at Middlewich, the Committee considers that it is primarily a Winsford based organisation. The Committee does not feel it can justify spending Middlewich money outside of Middlewich and this would also create a precedent for any future applications from other organisations outside of the town. The Council is supportive of local sports clubs and does give regular support to Middlewich Town Football Club;

(d) a grant of £100 be awarded to Middlewich Show Society and the Society be offered space on the Town Council stall on the Makers Market to promote the Show; the Town Council will liaise with the Middlewich Community Trust regarding hall hire and the Heritage Officer will be asked to liaise with the Show Society regarding archive material;

(e) the application from Middlewich Music be deferred for the Town Council Events Manager to speak to the applicant regarding how best the Council can support the Group perhaps through showcasing music at the Makers Market; in the meantime investigations be made into purchasing PA equipment for the Function Suite and

working with Middlewich Music to put on an event in the Function Suite using the PA equipment;

(f) Middlewich Community Choir be invited to perform at the Christmas Fayre/Lights Switch On for which the Council will make a financial contribution towards their appearance; and

(g) the contribution towards Middlewich Community Trust be noted.

110 DOCUMENTS ON THE TOWN COUNCIL WEBSITE

The Committee considered the report of the Assistant Town Clerk. The report outlined that the Town Council's new website had been up and running since December 2015 and information and documents were being added to ensure it was up to date, informative and modern. A decision was now requested about which Committee papers should be included – whether agendas for all Committee meetings should be published on the website; and whether background reports should also be published. It was noted that other local Council websites were very varied in the documentation published. Advice had been sought from Jackie Weaver at Chalc who suggested that both background papers should be published and draft minutes, clearly identified as "draft", until they were approved.

Resolved: that for the time being:

(a) the Town Council agenda sheet only be published on the website but background reports are not published;

(b) all minutes be published on the website as soon as possible after the Town Council meeting; and

(c) the situation be monitored and reviewed in 3 months.

111 VENUE FOR TOWN COUNCIL MEETINGS

The Committee considered the report of the Assistant Town Clerk. The report proposed moving the venue for Town Council meetings to the Wych Centre which was fully disabled accessible and had better acoustics than the Town Hall Function Suite. It was noted that this would have a small financial implication.

Resolved: that Town Council meetings be held in the Wych Centre from March 2016 and the room be hired from 6.00pm – 8.00pm to minimise hire costs.

112 CCTV

The Committee considered a letter dated 5th January 2016 from Cheshire East Council regarding entering into a three year agreement for the CCTV service.

Resolved: That the Town Clerk sign a contract with Cheshire East Council for CCTV for the year 2016 – 17 and the agreement be reviewed on a yearly basis.

113 AMENDMENT TO COMMUNITY ENVIRONMENT AND ASSETS COMMITTEE TERMS OF REFERENCE

The Committee considered a report of the Assistant Town Clerk on proposed changes to the Terms of Reference of Community, Environment and Assets Committee following the decision at Council on 16th November to amend them to include responsibility for public transport, waterways and railway matters.

Resolved: that the Community Environment and Assets Committee Terms of Reference be amended by the addition of the following 4 points into the Highways and Transport section:

11. To liaise with Cheshire East Council, bus companies and any other relevant bodies regarding the provision and maintenance of public transport services in Middlewich;

12. To work with the Canal and River Trust regarding all matters relating to waterways in Middlewich;

13. To work with Network Rail and all relevant bodies to promote the reopening of the railway station at Middlewich; and to work closely with other relevant Town and Parish Councils on this matter;

14. To pursue, along with relevant agencies, any opportunities to promote, develop and upgrade new and existing cycle routes.

114 POLICY ON GIVING LIVE ANIMALS AS PRIZES

The Committee considered a recommendation from the Events and Communications Committee to ban the giving of live animals as prizes.

Resolved: that a policy be adopted with immediate effect whereby the Town Council bans the giving of live animals as prizes on Council owned or managed land.

115 STANDING ORDERS

The Committee considered the model Standing Orders.

Resolved: that the Standing Orders be reviewed by the Town Clerk and Assistant Town Clerk and considered further at the next meeting.

Date of next meeting – Tuesday 29th March 2016 at 6.00pm

Cllr S Moss

Chairman

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