

MIDDLEWICH TOWN COUNCIL

FINANCE, POLICY AND GOVERNANCE COMMITTEE

Dear Councillor,

You are requested to attend a meeting of the Town Council's Finance, Policy and Governance Committee to be held in Room 3A, Victoria Building on Monday 1st October 2018 commencing at 6.00pm.

JPA Williams

Town Clerk

AGENDA

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Minutes of previous meeting**

To confirm as a correct record the minutes of the previous meeting held on 30th July 2018 (attached)

4 Application from Middlewich and District Food Bank for a Standing Grant

Following referral from the Town Council on 17th September, to consider adding the Food Bank to the list of Standing Grants

5 Town Council draft budget

To consider the first draft budget

Part 2

None

Date and time of next meeting – Monday 5th November at 6.00pm

MIDDLEWICH TOWN COUNCIL

Minutes of a Meeting of the Town Council's Finance, Policy and Governance Committee, held in Room 3A, Victoria Building, Lewin Street, Middlewich on Monday 30th July 2018, commencing at 6.00pm.

PRESENT

Councillor J Eaton (in the Chair) and Councillors MA Hunter, JK Kingston, JD Parry, B Walmsley and W Walmsley

OFFICERS PRESENT

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

APOLOGIES FOR ABSENCE

Councillors DJ Latham (family commitments) and SN McGrory (work commitments)

228 DECLARATIONS OF INTEREST

None

229 MINUTES

Resolved:

That the minutes of the meeting of the Committee held on 4th June 2018 be confirmed as a correct record.

230 TOWN COUNCIL GRANT APPLICATIONS

The Committee gave further consideration to the following applications for grant support:

- Middlewich and District Foodbank – towards funding for a scheme to provide a replacement for free school meals over the summer holidays;
- Middlewich Street Pastors – towards training and uniforms to help with undertaking the role of a Street Pastor.

RESOLVED: That:

(a) a grant of £904.50 be made to the Middlewich and District Foodbank towards the project to provide a replacement for free school meals over the summer;

(b) the request for a Standing Grant for the Foodbank be considered at a full Town Council meeting; and

(c) a grant of £400 be made to the Middlewich Street Pastors towards training and uniform costs.

(Note:

(i) advice had been obtained by the Assistant Town Clerk from the Cheshire Association of Local Councils (Chalc) in relation to the grant application from the Foodbank regarding the Council's ability to determine the application due to Councillor Pendleton being employed by the Foodbank. The Town Clerk read out the advice from Chalc and Members approved the following statement: "we are aware that Councillor Pendleton is an employee of the Foodbank but we feel able to consider this grant application using the same criteria by which we evaluate all grant applications";

(ii) in relation to resolution 230(a) above and in accordance with Standing Order 3 (o) a request was made for a named vote on this resolution and the voting was as follows:

For the Resolution: Councillors Eaton, Hunter, Kingston, Parry, B Walmsley and W Walmsley (6);

Against: none

Abstention: none)

231 AUDIT REPORT

The Committee considered the report of the Internal Auditor. The Town Clerk went through various points made by the Auditor including cash handling arrangements during FAB due to the volume of cash; arrangements for banking cheques and cash now that there was no local branch of Barclays and the Post Office had relocated to Wheelock Street; cash receipts – it was reported that the Victoria Hall and the Bar both had separate bank accounts for expenditure and income although staff costs were paid by the Town Council; and governance implications arising from the change to operating online banking for most payments.

RESOLVED: that

(a) the report on the Internal Audit be received; and

(b) a new procedure be implemented with immediate effect whereby Councillor Eaton, as Chairman of the Committee, or in her absence, Councillor B Walmsley, be sent a schedule of online payments for approval prior to any payments being made.

Date of next meeting – Monday 3rd September at 6.00pm

Cllr J Eaton

Chairman

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