

ALSAGER TOWN COUNCIL

FINANCE AND GENERAL PURPOSE COMMITTEE

NOTES OF MEETING HELD IN THE ALSAGER INSTITUTE
ON TUESDAY 2nd JUNE 2009

Present: Councillor W H Stevenson (Chairman)

Councillor C V Burgess
Councillor Mrs M Camm
Councillor W Howell
Councillor S Roberson
Councillor A Snape

Mr. T Fitton (Town Clerk)

0 members of the general public
1 member of the press

09/001 Apologies for Absence

Apologies for absence were received from Councillors Mrs J Burgess and D I Hough.

09/002 Declarations of Interest

Councillor S Roberson declared an interest in Accounts No. 16 and 19 as the supplier.

09/003 Terms of Reference – Finance and General Purpose Committee

Resolved: That, the Terms of Reference be received and noted.

09/004 Public Participation

There were no matters raised by members of the public.

09/005 Town Handyman

The Town Clerk reported on the work of the Town Handyman to date and asked the Committee to consider providing a budget to finance small repairs and maintenance jobs.

Resolved: That, the Town Council be recommended to approve a budget of £2000 for the Handyman service to be financed from General Fund Balances.

09/006 Town Council Accounts 2008/09

Resolved: That, the Town Council be recommended to approve the Financial Accounts and Statement in respect of the Town Council for the year ending 31st March 2009.

09/007 Town Council Reserves and Balances

The Town Council considered a report from the Town Clerk regarding its General Fund Balance at 1st April 2009 together with Earmarked Reserves for various services.

The report outlined the uses to which General Reserves and Earmarked Reserves could be allocated.

- Resolved:
- a) That, the report be received.
 - b) That, the Earmarked Reserve of £10,193 in respect of Play area improvements be considered at the next meeting.
 - c) That, the Earmarked Reserve of £10,000 for the Area Action Plan which was not proceeded with be considered at the Budget meeting in December 2009.

09/008 Alsager Institute Accounts 2008/09

Resolved: That, the Financial Accounts and Statement in respect of Alsager Institute for the year ending 31st March 2009 be referred for consideration to the Institute Committee and any recommendations there from be considered at a future meeting of the Finance and General Purpose Committee.

09/009 Grants to Voluntary Organisations (2010/11 Budget)

The Committee noted that the procedure for reviewing applications for Grants to Voluntary organisations was now included in the Terms of Reference for the Finance Committee.

Resolved: That, the procedure and criteria for the Grant Applications be reviewed at the next meeting and consideration be given to the appointment of a Grants Panel from Members of the Finance Committee to consider applications received from inclusion in the 2010/11 Budget.

09/010 Town Council Website

Resolved: That, the Town Clerk together with Councillor Roberson arrange for a demonstration of the Town Council's website for all Members of the Town Council.

09/011 Internal Audit

Resolved: That, Councillor C V Burgess be appointed to replace Councillor W H Stevenson (Chairman) as the Member responsible for Internal Audit.

09/012 Financial Training

Resolved: That, the Town Council be recommended to approve the attendance of Councillors W Howell and A Snape on Financial Training Session on 24th June 2009 organised by ChALC at a cost of £30 per Member.

09/013 Accounts for Authorisation

Resolved: That, the report be received, the income noted and the payments authorised. (Appendix A)

09/014 Exclusion of Press and Public

Resolved: That, in accordance with the Public Bodies Admissions to Meetings Act 1960 the public and press be excluded from the meeting for the following item of business on the grounds that it could involve the likely disclosure of private and confidential information.

09/015 Internal Auditors Report – Town Council Accounts (2008/09)

The Town Council considered the report of the Internal Auditor following the completion and audit of Accounts for 2008/09. The Town Clerk reported that he had implemented the insurance recommendations.

- Resolved:
- a) That, the Internal Auditor Report be received and noted.
 - b) That, the Charity Status of the Institute be place on the agenda for consideration at the next meeting.
 - c) That, as a result of the Auditor's recommendation the Personnel Committee be asked to review the salaries of the Assistant Town Clerk and Secretary in line with National Pay Scales and also to consider offering staff the opportunity of Union representation.
 - d) That, the Asset Register, when reviewed in the light of the new accommodation at 3 Lawton Road be placed on the agenda for consideration at a future meeting.

The meeting commenced at 8.05 pm and concluded at 9 pm.

Councillor W H Stevenson
Chairman