



**Minutes of the Meeting of the
Finance & Grants Committee
Via Microsoft Teams
At 10.00am on Monday 12 October 2020**

Those Present:

Members with voting rights: Town Mayor Cllr John Stewart,
Cllrs: Amanda Stott, Angela Williams, Mark Fearn, Roland Edwards and Jon Weston.

Members without voting rights: Deputy Town Mayor Cllr Johanna Maitland,
Cllrs: Ken Edwards and James Nicholas

Officers: David Naylor Town Clerk and Jennifer Brockbank RFO

Chair: Cllr Jon Weston

- 1. To receive and approve apologies for absence:** Cllr Sara Knowles
- 2. To receive any declarations of Interest:**
- 3. To receive and confirm the Minutes of the meeting held 14/09/20**
The Committee **RESOLVED** to approve the minutes of 14/09/20 as a correct record.
- 4. To review the Budgets 2020-2022 inc Expenditure pie charts 2020-2022**
The Committee scrutinized the budgets and reviewed the expenditure pie charts. The RFO was asked to include within the pie charts, the Civic Hall income as part of the overall cost for the Civic Hall and circulate a copy to all members. The following comments and changes were made to the budget:

Personnel: this budget was unchanged due to the fact that the Personnel Committee was in the process of considering a restructure. Any change to the budget would be discussed at the next Finance & Grants Committee meeting on 10/11/20.

Administration:

IT Support – RFO was asked to check the annual figure for Cloud Management

Publications, Bollingtonian - The council had originally budgeted for 3 issues but this was reduced to 2 as that was more likely. This publication may be produced in digital format in the future which would further reduce costs and produce less waste.

Town Hall:

The budget had assumed that the Town Hall would be closed until April 2021. A discussion took place on the future of the Town Hall and a recommendation was made to ask the Chair of Facilities & Infrastructure to hold a meeting specifically to discuss this matter and make a recommendation to Council. This recommendation would feed into the next Finance & Grants Committee meeting.

Improvements – this was reduced to zero as all improvements would be taken from Earmark reserves.

Brookbank House – No changes

Civic Hall:

RM&I – the Asbestos check was reduced to zero for 2020-2021 as it was due in 2021-2022

Civic & Community Events:

Due to the Covid-19 situation, the budgets for Christmas events 2020, Civic Dinner 2021, Mayor Making 2020 and Civic Sunday 2020, Thank You 2020, Walking Festival 2020, Bikefest 2020 and Well Dressing 2020 had been reduced to zero. Remembrance was also reduced.

Civic Responsibilities:

Councillor Training, Travelling expenses - were reduced to zero for 2020-2021 and £200 for 2021-2022.

Former Mayor, Medallion – the cost of this was high compared to the Youth Consort Medallion, RFO to check with Events & Mayoral Officer

Mayoral Allowance, Christmas Cards – the amount, £330, was held but the Mayor and Events & Mayoral Officer should look at the pros and cons of producing a digital Christmas Card in the future which may reduce costs.

Projects:

Maintenance & Conservation, Church Yard Maintenance. RFO to ask the Church for an update on the upkeep of the church yard and evidence of how the grants has been used.

Town Warden, Van – the costs relating to the Town Wardens would be discussed by the Personnel Working Group.

Additional Projects:

Personnel – None

Administration – RFO to check with the IT & Website Officer to see if staff could utilise the Town Hall pc equipment for working from home and if there was a need to replace the laptops for the RFO and Clerk in 2021-2022. The Events & Mayoral Officer's laptop and portable screen was necessary to enable her to work from home, £300.

Civic Hall – The Interior Painting project was put back until 2022-2023.

Civic & Community Events - the Scarecrow and Pop Up Garden events 2021 were increased to £250 each. £5,000 was made available for Christmas events 2020.

Existing Projects (requests from Facilities & Infrastructure and Community Services & Environment Committees):

- Allotments – Heath Road drainage and security – this project was put back to 2022-2023.
- BCYP Land Transfer – no funding other than £500 towards legal costs
- BCYP Phase 2 CCTV at MUGA – no further funding
- Community Centre – no further funding
- Environmental/Climate Change, Support Transition/Electrical Vehicle Charging – No further funding until there was clear evidence that this project was successful.
- Turner Rise transfer costs – no further funding
- Town Horticulture – £5,000 was added to the budget for 2021-2022 to continue this project
- Town Wardens – no further funding

New Projects (requests from Facilities & Infrastructure and Community Services & Environment Committees):

- Footpaths - £500 for 2020-2021 to reinstate the footpaths fund following a requested from PROW was approved
- BH&L British Cycling - £1,500 survey fees and planning application costs was reduced to £500. Crowd funding may provide for the additional funding.
- Parking and Transport Initiative - £6,500 was held in the budget as it had been requested by the Transport & Highways Management working group through Facilities & Infrastructure, but this Committee asked for more details before they would approve it.
- Health & Fitness, outdoor gym equipment. No funding was made available for 2021-2022. The feasibility of this project would need to be understood before it could be considered for funding in 2022-2023.
- Middlewood Way Lighting, no funding was made available for 2021-2022. The feasibility of this project would need to be understood before it could be considered for funding in 2022-2023.
- Blaze Hill Boundary Marker - £3,000 had been requested and £750 was approved. Rainow Parish Council should be asked to contribute towards the balance.

- Harrop Road Allotments Phase 2 – more details were required before funding would be considered.
- Turner Rise Phase 2, playground equipment - £4,000 was held in the budget but more details were required before this could be approved.
- Photovoltaic Cells on Civic Hall roof – no funding was made available for 2021-2022. The feasibility of this project would need to be understood before it could be considered for funding in 2022-2023.
- Climate Emergency Resilience - £5,000 was held in the budget for 2021-2022 but more details were required before this could be approved.

Earmark Reserves

Civic Hall – the remaining balance of £1,700 for the library window painting was reduced to zero as this project was now complete.

Projects, Christmas Lighting – the sinking fund balance was reduced from £9,000 to £5,000.

Income – it was noted that the Civic Hall income had been reduced to £16,278 for 2020-2021 and £25,000 for 2021-2022.

The Committee resolved to **RECOMMEND** that the Council approve the above changes made to the budget. Further changes may be made at the next meeting

The result of these changes meant that, the estimated balance for 31/2/21 would be £109,076 and if the Precept was to remain at £58 per band D property the estimated balance for 31/3/22 would be £73,987.

5. To review the Financial Reserves Policy

The Committee **RESOLVED** to recommend the Council approve the Financial Reserves Policy.

6. To receive the additional Grant applications

The Committee reviewed three additional grant applications and considered each one on its own merit. The Committee resolved to **RECOMMEND** that the Council approve their recommendations to award a total of £3,500.

The Committee asked the RFO to contact the schools for an update on their school swimming programme with a view to providing funding.

7. Date of Next Meeting: Budget 10/11/20 at 7.00pm

The meeting had taken place for over 4 hours and some members had to leave. The following items were therefore postponed until the next meeting.

- To review the scale of charges for Civic Hall and Town Hall
- To review the Treasury Management Policy
- To review the Loans Policy