



## Minutes of the Meeting of the Finance & Audit Committee

Council Chamber, Bollington Town Hall

At 10.00 am Monday 13<sup>th</sup> March 2023

**Those Present:** Cllr K Edwards (KE), Cllr J Maitland (JM), Cllr J Stewart (JCS), Cllr A Stott (AS), Cllr A Williams (AW) and Cllr J Nicholas (JN) arrived late and was *substituting for Cllr H Ellwood.*

**Chair:** Cllr Amanda Stott

**Officer:** Julie Mason Town Clerk

**Declaration of Interest – NIL**

**Public forum time**

Nobody present.

**FA 08/23 To receive and approve apologies for absence:**

Cllr K Larby due to a family illness and Cllr H Ellwood due to holidays.

**FA 09/23 To receive and confirm the Minutes (FA 01/23 - 07/23) of the meeting held on 13<sup>th</sup> March 2023.**

**RESOLVED** the minutes were accepted as a true and accurate record.

**FA 10/23 To receive updates from the minutes**

- i) *To note the Financial Risk Assessment had been adopted by Full Council on 07.03.23.*

**FA 11/23 To receive feedback from the schools following the enquiry on spend at the last meeting and agree the allocation of the £2,500 to the primary schools for 2022/23.**

The Clerk had researched the allocation of monies to the primary schools over the past three years and it was included in the enclosure pack for discussion.

**RESOLVED** the £2,500 grant budget would be allocated to the four primary schools in relation of number of school children in Year 6 at each school. It was left to the school's discretion how the monies were allocated to support the provision of swimming lessons to support the provision of swimming lessons. The Clerk was asked to make further enquiries about to the funding of swimming lessons at the St Gregorys Primary School as this appeared to be different to the other Bollington Primary Schools.

**FA 12/23 To resolve to agree the following grant applications for the second applications and to note £8,552.09 has been allocated year to date which leaves a balance of £3,947.91.**

There had been eight grant applications submitted in the second tranche of the grant application process.

- Bollington Town FC for pair of portable dug outs - £2,000.00

**RESOLVED** the grant was approved at £250.00.

- Bollington Writers for equipment and refreshments.

*Cllr JN arrived at 10.25am*

**RESOLVED** the grant was refused as it was a private individual.

- Bollington Live for printing costs - £1,000.00

**RESOLVED** the grant was approved at £1,000.00.

- Bollington Cricket Club for new nets - £5,000.00

**RESOLVED** the grant was refused.

- Bollington Initiative Trust for attention to trees at Tinkers Clough - £3,000.00

**RESOLVED** the grant was approved at £1,000.00.

- Bollington Horticultural Society for prizes - £100.00.

**RESOLVED** the grant was approved at £100.00.

- Bollington Health & Leisure for assistance with grass cutting - £1,000.00.

**RESOLVED** the grant was approved at £1,000.00.

- Bollington Walking Festival for leaflets for walking festival - £591.00

**RESOLVED** the grant was approved at £591.00.

It was noted the total was £3,941.00 plus the £2,500 for swimming assistance in primary schools.

### **FA 13/23 To agree the new Grant application form.**

The new application form was discussed as in the enclosure pack.

The questions proposed.

1. Full legal organisation name (this must match the name on the bank statement you supply)
2. Contact name and position within organisation you are applying on behalf of
3. Contact address.
4. Contact telephone number.
5. Contact email address.
6. Name of the Chair / Director
7. Bank Information for BACS; Account Name (please double check this information)
8. Bank Information for BACS; Sort Code (please double check this information)
9. Bank Information for BACS; Account number (please double check this information)
10. Copies of all current bank accounts (no more than three months old) if your application is for more than £200.00, please also include the latest set of accounts to show income and expenditure, and balance sheet if available if the organisation is holding in excess of £2,000, please explain what the funds are being held in reserve for please.
11. Please supply details of your organisation i.e., type of work/activity plus aims and objectives.
12. Details of the specific project which requires funding from the Council which ideally should be a capital project not day to day running costs. Please provide as much detail as possible of your project as the Town Council may be able to fund elements of the project if all funds are not available. Total Project Costs \_\_\_\_\_
13. Amount Requested from Bollington Town Council
14. Bollington Town Council will ask for feedback and receipts on how the grant has been spent to be supplied within 12 months of the grant

being allocated and if not supplied Bollington Town Council have the right to recall the grant funding and failure to comply may jeopardise future applications.

15. Match Funding Details: If you are applying for part funding from the Council, please advise where the other funding is from e.g., fundraising events, match funding from other funding bodies.
16. Please acknowledge the information is a true and accurate record to the best of your knowledge.

**RESOLVED** the above questions were approved to be included in the BTC grant form.

**FA 14/23 To agree the Grant Awarding Policy.**

The Committee discussed the policy and wished to remove the statement “only one grant can be made by one organisation each year” and to only have one application closure date each year and the agreed closure date would be 31<sup>st</sup> October.

**RESOLVED** subject to the above amendments the policy would be adopted.

**FA 15/23 To note the Internal Auditor was in the Town Hall all day on 24<sup>th</sup> April 2023**

The Clerk asked if the Cllrs could please avoid the Town Hall on this date if possible.

**FA 16/23** Date of Next Meeting: Monday 22<sup>nd</sup> May 2023 @ 10.00am in the Town Hall.

Meeting closed at 10.55 am