

**Bollington Town
Council
Finance and Audit
Meeting
Enclosures
17th July 2023**

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Minutes of the Meeting of the Finance & Audit Committee

Council Chamber, Bollington Town Hall

At 10.00 am Monday 12th June 2023

Those Present: Cllr G Appleton (GA), Cllr N Macartney, Cllr Johanna Maitland, Cllr J Snowball, Cllr J Stewart (JCS) *substitute for Cllr H Ellwood*
Cllr J Withers (JW).

Election of the Chair for the ensuing year 2023/24.

RESOLVED Cllr N Macartney was elected for the ensuing year.

Declaration of Interest.

Nil

Public forum time

The District Commissioner of the Girl Guides had attended the meeting to ask for support on the Town Council's grants policy as it had now been amended to only one grant allocation each year to be decided in October. She had applied to take the girl guides on a trip in August this year and was relying on the Town Council's support, but the funds were needed before October. She asked if the grant could be considered before this date to enable it to proceed.

Cllr JM offered advice to apply to the Beer Festival as they may be supportive.

The Chair advised as it was not on the agenda it could not be decided today but it will be placed on the agenda in July and the Clerk will get back to her.

FA 17/23 To receive and approve apologies for absence:

Cllr H Ellwood due to holidays and had been substituted by Cllr J Stewart.

FA 18/23 To receive and confirm the Minutes (FA 08/23 – 16/23) of the meeting held on 13th March 2023.

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

These had been approved by Full Council.

FA19/23 To receive updates from the minutes.

To clarify Grants Policy as approved - FA 14/23 To agree the Grant Awarding Policy.

RESOLVED the Committee discussed the policy and wished to remove the statement "only one grant can be made by one organisation each year and to have only one application closure date each year on 31st October.

FA 20/23 To receive the relevant Audit 2022/23 documents -

- **Bank Reconciliation**
- **Significant Variance**
- **Fixed Assets Register including the explanation on change.**
- **Variance in Box 7 and 8**

The Committee looked the reports in detail following the internal audit and noted the details.

FA 21/23 To accept the budget for 2022/23

The Committee discussed last year's budget in detail and noted the closing balance against the predicted balance was as expected when deciding the precept last year. There had been an underspend and the Clerk was asked to explain.

There had been an underspend of £700 on repairs in Brookbank House, £1,300 due the Jubilee being cancelled, £2,000 due to no Civic Dinner, £500 in the Mayor's allowance, £5,400 underspend on the horticultural budget, £3,300 on community assets and £13,000 on leaving the bowling club toilets refurbishment.

Cllr JM felt it was disappointing that some projects had been left unfunded.

RESOLVED the budget was accepted.

FA 22/23 To accept the budget for 2023/24

The budget was discussed and the Clerk explained the decision to lower reserves this year. Cllr JCS and other members thought the grant budget was too low and should be increased next year. The Clerk advised the Committee to scrutinise payments outside the budget due to the lowering of reserves.

RESOLVED the budget was accepted.

FA 23/23 To agree to review the Santander bank account where the Town Council hold £70,000.

The Clerk had attended an SLCC meeting, and several larger Councils held their general reserves in CCLA investment account (details circulated to members). BTC held £70,000 in Santander which gained no interest.

RESOLVED subject to the Town Clerk and the Chair meeting with CCLA the monies were advised to be moved from the Santander to the CCLA.

FA 24/23 To agree to move the £3,000 in earmarked reserves allocated to extra car parking spaces at Poolbank car park.

There had been some monies allocated to the Town Council to increase the car parking spaces by three spaces but following consultation from Cheshire East this was not possible. The monies were from the planning application which approved development to the left of the car park. Our former Cheshire East Borough Cllr A Stott had obtained approval to allocate the funds to another capital project.

RESOLVED the Committees would bid for where they felt the monies could be best allocated to make improvement and then the Full Council would determine how to proceed.

FA 25/23 To agree a fee for a grant funding application to assist the Town Council.

The Clerk had attended an SLCC meeting where information was shared about the Grant finder which gave the town council the ability to find out the sources of grants for projects both within the Council and for other charity organisations within the town. The committee was concerned about staff time

and how this would be arranged if outside bodies needed support. The cost was £200.

RESOLVED the Clerk was given delegated authority to spend £200 to apply for the grant finder subject to her discretion with the accessibility for outside bodies.

FA 26/23 Date of Next Meeting: Monday 17th July 2023 @ 10.00am in the Town Hall.

Meeting closed at 10.50 am

Meeting with Canalside Radio and BTC

Present – Cllr N Macartney and the Town Clerk.

16th June 2023

Following a meeting with the Clerk and Cllr N Macartney (Chair of Finance & Audit Committee) it was recommended that there was a requirement for a contract between Canalside Radio for a public address system at BTC Events and additional support from 31st March 2024.