

# Knutsford Town Council

Town Clerk: Adam Keppel-Green

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## Minutes

*of the*

### **Finance Committee meeting held 8<sup>th</sup> October 2018**

*In the Lower Council Chamber of the Town Council Offices*

#### **F18/036 Present**

Cllrs Dean, Forbes, Coan, Gardiner and Malloy

In attendance: S Morgan (*Deputy Town Clerk*)

#### **F18/037 To receive apologies for absence**

Apologies were received from Cllr Nicolson, Gray and Mrs Gray (personal business)

#### **F18/038 To note declarations of members' interests**

Cllr Gardiner	Non-pecuniary	F18/043a	Known to applicant
	Non-pecuniary	F18/048	Known to outstanding debtor
Cllr Malloy	Non-pecuniary		Children attend Manor Park School
Cllr Dean	Non-pecuniary	F18/048	Known to outstanding debtor

#### **F18/039 Public Participation**

No members of the public wished to address the committee.

#### **F18/040 To receive and confirm the minutes of the meeting held 6<sup>th</sup> August 2018**

It was **RESOLVED** to confirm the minutes

#### **F18/041 To consider the committee's income/expenditure, year to date**

The committee's budget and spending to date was noted.

The insurance of the War Memorial was discussed, and it was suggested that the Assets Committee consider the use of SmartWater.

#### **F18/042 To consider the Council's income/expenditure, year to date**

The council's budget and spending to date was noted.

#### **F18/043 To consider grant applications**

**a) To consider a grant application from Knutsford and District Lions Club**

**b) To consider the grants database**

a) It was noted that the scheme already had the endorsement of the Council.

A question was raised about the potential of parents typing up children's work and whether it would still be the children's own words. Some concern was also raised about the giving of cash rather than physical prizes which would be preferred, and the final concern was about the number of schools invited to take part which would include those from outside the boundary of the parish.

It was **RESOLVED** to defer a decision on the grounds that the committee cannot give precept payers money to schools outside Knutsford and that the committee is not happy giving cash for prizes and requests clarification on the whether the amount requested it the for the value of prizes or cash

b) The grants database was noted.

**F18/044 To consider the external auditor report**

The external auditor report was noted.

**F18/045 To consider the draft committee budget 2019/2020**

It was **RESOLVED** to approve the draft budget subject reducing 4261/103 (Council Grant Scheme) to £9,000.

A question was raised regarding the national funding of the Citizen's Advice services as to whether it would affect the grant the Cheshire East North Citizen's Advice would require from the council.

**F18/046 Questions to the Clerk**

The following questions were raised:

- a) whether training would be provided to councillors on data protection
- b) when the transfers to savings accounts would take place to accrue higher interest
- c) whether changes in banking had caused any issues.

**F18/047 To consider the actions log**

No actions were outstanding

**F18/048 To consider the council's outstanding debtors report**

It was **RESOLVED** to exclude the public and press on the grounds of the sensitivity of discussions. An update was provided in respect of outstanding debts.

Pursuing debtors with the use of bailiffs was supported, but it was requested that it is confirmed that letters have been received by either recorded delivery or read receipts on email. The committee requested a report on the effectiveness of the debt recovery process and if it is effective by the Town Clerk at the next meeting. It was requested that confidential reports are watermarked in future to prevent them being disposed of in a non-confidential manner.

It was **RESOLVED** to readmit the public and press.

**F18/049 To note the date of the next meeting**

The date was noted.