

# Knutsford Town Council

Town Clerk: Adam Keppel-Green

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## Minutes of the Finance Committee meeting held 3<sup>rd</sup> December 2018 In the Lower Council Chamber of the Town Council Offices

### **F18/050 Present**

CLLrs Forbes, Coan, Gardiner, Gray, Mrs Gray, Malloy and Nicholson.

In attendance: A Keppel-Green (*Town Clerk*)

### **F18/051 To receive apologies for absence**

Apologies were received from Cllr Dean (personal business)

### **F18/052 To note declarations of members' interests**

Cllr Forbes	F18/059	Non-pecuniary	Has been approached by fairground operator seeking to see the fairground reintroduced at the Christmas Events
Cllr Gardiner	F18/056a	Non-pecuniary	Known to representatives of Knutsford Lions
	F18/056b	Non-pecuniary	Chair of Governors at Manor Park School and Cheshire East Councillor
Cllr Nicholson	F18/059	Non-pecuniary	Trustee of Knutsford Heritage Centre

### **F18/053 Public Participation**

No members of the public wished to address the committee.

### **F18/054 To receive and confirm the minutes of the meeting held 8<sup>th</sup> October 2018**

It was **RESOLVED** to confirm the minutes subject to a typographical correction.

### **F18/055<sup>1</sup> To consider the committee's income/expenditure, year to date**

The committee income and expenditure to date was noted.

### **F18/056 To consider grant applications**

a) **To consider a grant application from the Knutsford Lions**

b) **To consider a donation request from Filament Projects CIC**

a) The Chairman adjourned the meeting to allow a representative of Knutsford Lions to address the committee. The meeting was reconvened, and it was **RESOLVED** to award the grant in full.

b) The Chairman adjourned the meeting to allow a representative of Filament

<sup>1</sup> Cllr Gardiner arrived at the beginning of this item.

Projects CIC to address the committee. The meeting was reconvened, and it was **RESOLVED** to award a donation of £80.

**F18/057 To consider the Internal Audit working group report**

The report was noted. It was **RESOLVED** to amend Financial Regulations as recommended.

**F18/058 To consider a revised Community Grants Policy**

It was **RESOLVED** to delete 'wholly' from 3.4 of the draft meeting. It was **RESOLVED** to amend 4.8 to refer to council setting a grants budget annually.

It was **RESOLVED** to defer the consideration of a revised policy to allow for 4.7 to be explored further.

**F18/059 To consider a recommendation to Full Council for the setting of the 2019/20 budget and precept**

The Town Clerk undertook to discuss the requirement for the Planning Committee to hold a budget for monitoring the Neighbourhood Plan with Cllr Gardiner in advance of the budget setting council meeting.

The Chairman adjourned the meeting for a five-minute recess.

It was **RESOLVED** to reduce 250/4440 (Cemetery Improvements) from £5,000 to £4,000

It was **RESOLVED** to reduce 510/4090 (Market Hall Professional Fees) from £1,000 to £500 and increase the transfer to reserves by £500.

It was **RESOLVED** to reduce 510/4205 (Market Hall Misc Purchases) from £250 to £100 and increase the transfer to reserves by £150.

It was **RESOLVED** to reduce 545/4173 (Town Ranger Equipment Purchases) from £500 to £30

The Chairman adjourned the meeting for a five-minute recess.

It was **RESOLVED** to reduce 401/4200 (Floriculture Street Furniture) from £2,500 to £1,000

It was **RESOLVED** to reduce 330/4200 (Environment Projects Street Furniture) from £3,000 to £1,500

It was **RESOLVED** to add a Sponsorship Income budget of £3,000 to 330 (Environment Projects) to reduce the net cost of the Tour of Britain Legacy budget.

It was **RESOLVED** to reduce 401/4256 (Lantern Parade) from £2,800 to £1,500

It was **RESOLVED** to reduce 402/4180 (Christmas Market External Contractors) from £12,105 to £12,100

It was **RESOLVED** to increase 402/1200 (Christmas Market Income) from £17,000 to £17,950

It was **RESOLVED** to delete budget 415/4090 (Town Centre Management Professional Fees)

It was **RESOLVED** to increase 415/1315 (Town Centre Management Advertising Income) from £1,500 to £2,000

It was **RESOLVED** to increase 415/4205 (Town Centre Management Misc Purchases) from £250 to £100

It was **RESOLVED** to increase 440/1320 (Music Festival Sales) from £5,100 to £7,000

It was **RESOLVED** to reduce 440/4255 (Music Festival Events Costs) from £5,800 to £4,500

It was **RESOLVED**<sup>2</sup> to delete budget 450/4600 (New Events) and reduce 450/1300 (Sponsorship Income) by £250.

It was **RESOLVED** to reduce 605/4028 (HR Professional Development) from £3,600 to £2,500

It was **RESOLVED** to recommend the allocation of reserves as outlined and the amended budget to Council resulting in a precept of £366,234.

**F18/060 Member questions to the Town Clerk**

The Town Clerk responded to a question stating that no actions on the actions log requiring attention before the next committee meeting were outstanding.

**F18/061 To note the date of the next meeting**

The date was noted.

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<sup>2</sup> Cllr Malloy voted against the resolution.