

Knutsford Town Council

Town Clerk: Adam Keppel-Green

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Minutes

of the

Finance Committee meeting held 6th August 2018

In the Lower Council Chamber of the Town Council Offices

F18/021 Present

Cllrs Dean, Coan, Gardiner, Gray, Mrs Gray and Nicholson

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

F18/022 To receive apologies for absence

Apologies were received from Cllrs Forbes and Malloy (personal business)

F18/023 To note declarations of members' interests

Cllrs Gardiner, Coan and Nicholson	Non-pecuniary	F18/028a	Known to representatives of the organisation
Cllrs Gardiner, Gray and Mrs Gray	Non-pecuniary	F18/028b	Member of organisation
Cllr Nicholson	Non-pecuniary	F18/028a	Known to representatives of the organisation

F18/024 Public Participation

No members of the public wished to address the committee.

F18/025 To receive and confirm the minutes of the meeting held 18th June 2018

It was **RESOLVED** to confirm the minutes subject to correcting F18/013 to refer to Cllr Mrs Gray.

F18/026 To consider the committee's income/expenditure, year to date

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

F18/027 To consider the Council's income/expenditure, year to date

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

F18/028 To consider grant applications

- a) To consider a grant application from Knutsford Cricket Club
- b) To consider a grant application from Friends of the Heath
- c) To consider the grants database

- a) The Chairman adjourned the meeting to allow representatives of the Cricket Club 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 Friends of the

Heath to address the committee. The meeting was reconvened and it was **RESOLVED** to refer the funding of bins on the heath to the Environment Committee and that should it determine not to fund Town Council branded bins that the matter be referred to Full Council for consideration.

- c) The Town Clerk reported that no matters were outstanding.

F18/029 To note the receipt of a capital receipt and to agree a capital expenditure policy

The receipt of proceeds from the sale of the Cemetery Lodge was noted.

It was **RESOLVED** that the Town Clerk seek advice on whether the gross or net proceeds from a sale constitute the capital receipt and that the costs of generating the sale should be deducted from the Capital Receipts Reserve.

It was **RESOLVED** to adopt a policy of safeguarding capital receipts and to authorise the Town Clerk to insert a provision into Financial Regulations to effect this.

F18/030 To consider amendments to the approved budget

It was **RESOLVED** to amend Financial Regulations to cover the amendment of budgets as outlined.

It was **RESOLVED** to make the following budget amendments:

- a) Include budget of £92,580 to cover the loan income and planned expenditure on the public toilets office works under the Assets and Operations Committee
- b) Include budget of £101,600 to cover the works to the Cemetery Chapel under the Assets and Operations Committee
- c) Increase the budget for works to 60 King Street under the Assets and Operations Committee to £49,565
- d) Include budget of £28,000 for the creation of a centennial war memorial under the Environment Committee.

F18/031 To consider items deferred from the previous committee meeting

- a) **To consider the Internal Auditor report**
- b) **To amend the terms of reference of the Internal Audit working group to increase the sample size of checking supplier account details as recommended by the Internal Auditor**
 - a) The report was noted.
 - b) It was **RESOLVED** to amend the terms of reference of the Internal Audit working group to increase the sample size of checking supplier account details to 1 in 20.

F18/032 Questions to the Clerk

No questions were raised.

F18/033 To consider the actions log

The log was noted.

F18/034 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.

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

F18/035 To note the date of the next meeting

The date was noted.