**Crewe Town Council**

**Finance and Governance Committee**

1 Chantry Court

Forge Street

Crewe

CW1 2DL



**Minutes of the meeting held on Monday 1st July**

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| ***19/1/01*** | Present |
|  | Cllr Buckley, Cllr Cosby, Cllr Dunlop, Cllr Flude, Cllr Messent, Cllr Jill Rhodes, Cllr John Rhodes, Cllr Roberts and Cllr Straine-Francis.  In attendance: Steve McQuade (Town Clerk) |
| ***19/1/02*** | To elect a Deputy Chair[[1]](#footnote-1) |
|  | Members ***resolved*** that Cllr Buckley act as Deputy Chair. |
| ***19/1/03*** | To note the terms of reference for the Committee |
|  | Members noted the terms of reference. |
| ***16/1/04*** | To receive apologies for absence |
|  | There were no apologies for absence. |
| ***19/1/05*** | To note declarations of Members’ interests |
|  | Cllr Cosby declared an interest in the HR item due a connection with one of the possible suppliers. |
| ***19/1/06*** | To confirm and sign the minutes of the meeting (Finance and Governance Committee) held on 12th March 2019  Members ***resolved*** to approve and sign the minutes. |
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| ***19/1/07*** | Public Participation A period not exceeding 15 minutes for members of the public to ask questions or submit comments  There were no questions asked. |
| ***19/1/08*** | To review the year to date expenditure for the Committee and for Council as a whole and to review and consider debts to the Council – See agenda notes, income & expenditure tables for Council and Committee, debt summary and current status of ear marked reserves. |
|  | Members noted the information presented and asked a number of questions. |
| ***19/1/09*** | To consider an update from the Leader in relation to strategic dialogue with Cheshire East.  Cllr Jill Rhodes provided an update noting that a meeting as to be held with senior officers and members at Cheshire East on the 2nd to discuss areas of joint working following the recent change of control at Cheshire East. |
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| ***19/1/10*** | To receive and consider an update in relation to the allotments in Crewe (Town Clerk). |
|  | The Clerk indicated that there were no strategic issues related to the allotments outstanding. |
| ***19/1/11*** | To appoint up to three members to serve as internal auditors |
|  | Members ***resolved*** that Cllrs Messent, Buckley and Houston be appointed as internal auditors. |
| ***19/1/12*** | To review policies related to the use of social media by officers and members. [Media policy](https://www.crewetowncouncil.gov.uk/wp-content/uploads/2015/03/11-Media-Policy-FINAL.pdf) and draft social media protocol.  Members reviewed the policies and asked that the policy be named as Crewe Town Council Social Media Policy and that it go to council for approval.  Members considered whether to commission some social media training. Members agreed to run the training provided at least six members signed up. |
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| ***19/1/13*** | To consider progress on procuring a contract for external support in the area of Human Resources. A number of quotes have been circulated to members for consideration.  Members reviewed the proposals and ***resolved*** to appoint Magenta as the Council’s HR advisor. |
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| ***19/1/14*** | To review the progress made in improving the Streetscene in Crewe and to consider how the service is secured and taken forward on a sustainable basis.[[2]](#footnote-2) |
|  | Members received a verbal update from the Clerk with regard to the current operational status of the service and the associated financial and contractual pressures. Members ***resolved*** to commit resources to address contractual constraints. The budget would therefore be increased such that the service is fully funded until at least February 2021.  Members also asked that the Council continue to investigate taking on additional enforcement powers in this area. |
| ***19/1/15*** | To receive a confidential update related to the strategic priorities of the Town Council, matching/reviewing how these map to the establishment/governance structures of the Council such that recommendations can be made to Council to implement a programme of change that meets member ambitions and addresses current risks and opportunities. |
|  | The Leader and Clerk updated members with regard to progress in appointing an advisor to undertake the work, in relation to progress to date and the expected timescale for completion and reporting into Council.  Members noted that a proposal would be made to Council create an extra committee. |
| ***19/1/16*** | To consider matters related to the recruitment of a Proper Officer and Responsible Financial Officer. |
|  | Members noted that the Clerk/RFO had given notice and agreed that the process to appoint a replacement should be initiated in line with recommendations from the strategic review. |
| ***19/1/17*** | To consider the date of the next meeting (16th September) |
|  | Members noted the date of the next meeting. |
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**Meeting closed: 20:29**

1. Council previously agreed that this committee will automatically be chaired by the Leader of Council. [↑](#footnote-ref-1)
2. The items from this point forward except the date of next meeting were held in confidential session. [↑](#footnote-ref-2)