**Crewe Town Council**

**Finance and Governance Committee**

1 Chantry Court

Forge Street

Crewe

CW1 2DL



**Minutes of the meeting held on 12th June 2018**

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| ***18/1/01*** | Present |
|  | Cllrs Lundie, B Minshall, John Rhodes, Jill Rhodes, Straine-Francis, D Yates and S Yates.  In attendance: Steve McQuade (Town Clerk) |
| ***18/1/02*** | To elect a Deputy Chair[[1]](#footnote-1) |
|  | Cllr Lundie was confirmed as Deputy Chair.  Members ***resolved*** that a recommendation be made to Council to increase the committee size to eleven so as to include the chair of Town Development Committee. |
| ***18/1/03*** | To note the terms of reference for the Committee |
|  | Members noted the terms of reference. |
| ***18/1/04*** | To receive apologies for absence |
|  | Apologies were received and accepted from Cllrs Houston and Roberts.  Apologies also accepted from Cllr Jill Rhodes as being late to the meeting. |
| ***18/1/05*** | To note declarations of Members’ interests |
|  | There were no declarations made. |
| ***18/1/06*** | To confirm and sign the minutes of the meeting (Finance and Resources Committee) held on 20th March 2018  The minutes of the above meeting were approved and signed as an accurate record. |
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| ***18/1/07*** | Public Participation A period not exceeding 15 minutes for members of the public to ask questions or submit comments[[2]](#footnote-2) |
|  | Mrs Faddes raised a question on the pace of progress for the development of the town centre. Cllr S Yates replied saying he understood the concerns and that he would be raising the rate of progress with the Leader of Cheshire East later in the month. |
| ***18/1/08*** | 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 and debt summary.[[3]](#footnote-3) |
|  | Members reviewed the latest financial reports. The need to annually review levels of reserves, spent pattern, major suppliers and geographic spend distribution was noted. |
| ***18/1/09*** | To consider items referred to the Committee by Town Development Committee (TDC) identifying:   * To consider additional support for the Festival of Lights which has been agreed by the TDC subject to an increase in budget by a maximum of up to £30k. TDC have supported the idea and the report reviewed by the Committee was *circulated*. * To consider additional support for the provision of the October Cosmopolitan Food Festival of £1k * To consider adjustments to the 2019/20 budget to meet the pressures from the end of Cheshire Easts two year support for the Ranger Service and Town Centre Project Officer post |
|  | Members ***resolved*** that[[4]](#footnote-4):   1. Up to 30k be made available from the Strategic Allowance to support the Festival of Lights. On the understanding that the Town Development Committee finalises and approves the scheme in detail as a whole. 2. That the extra funding not be released. 3. That the Payroll and Ranger budgets for 2019/20 be adjusted to meet the pressures identified. That is to meet the 40k pressure as a result of the end of the agreement with Cheshire East and to recommend this to Council at its next meeting.   The Clerk was asked to talk to ANSA to seek further clarification on the scope of works done by ANSA in the town for Cheshire East. |
| ***18/1/10*** | To receive and consider an update in relation to Crewe Markets (Cllr Yates). |
|  | Cllr S Yates provided a brief update noting:   * A Partnership Board meeting would be convened. * Dialogue with traders is continuing with each trader taking an independent choice on their respective futures. * Work was starting to procure an operator and look at how space in the town centre would be managed. * The need to get an update on the progress of the planning application for the market hall. |
| ***18/1/11*** | To consider an update in relation to strategic dialogue with Cheshire East. |
|  | Cllr S Yates updated members and indicated he is meeting the Leader of Cheshire East later in the month. The priorities being:   * Processes around the New Homes Bonus Community Fund Scheme. * Measures to reduce the level of fly tipping, including consultation with Crewe Town Centre on the allocation of £74k of funding to address these matters. * Homelessness funding allocation to reduce the levels of rough sleeping using a proportion of the £350k allocated across Cheshire East. |
| ***18/1/12*** | To consider the means by which the Annual Report should be published. |
|  | Members ***resolved*** that the report is produced but only made available in electronic form supplemented with limited numbers of copies in public places (Libraries, community centres etc.) and through a feature in the local press. |
| ***18/1/13*** | To receive and consider an update in relation to the allotments in Crewe (Town Clerk). |
|  | The Clerk reported that the finalisation of matters with Cheshire East is ongoing and the delays seem to be resource related at Cheshire East.  Papers have been signed with the three sites not members of the Allotment Federation and the Clerk awaits a request for funds to be released.  The Federation held its AGM and continues to resolve outstanding matters with a number of the associations. |
| ***18/1/14*** | To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Houston)  Members reviewed the report from Internal Audit. |
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| ***18/1/15*** | Policy Review – To review Standing Orders and Financial Regulations and make any recommendations to Council for changes  Members made no recommendations to change Standing Orders.  With regard to Financial Regulations it was agreed to defer the item until the next meeting. All members were asked to submit through the Clerk a list of clauses that they wished discussed and to identify for each the issue/risk that needed to be addressed by making a change. It was noted that consequential updates on committee names needed to be done.  Members would also review, using the same process the Scheme of Delegation. Copies of both to be sent out in advance of the agenda going out to allow members a number of months to consider the matter. |
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| ***18/1/16*** | To consider the disposal of all or some of the items presently held in storage in light of the valuation of those items and the ongoing cost of storage.  There was no update available. The Clerk was asked to invite Cllr P Minshall to the next meeting to report back. |
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| ***18/1/17*** | To consider the joint sponsorship (with Nantwich Town Council) of the South Cheshire Chamber of Commerce and Industry award for ‘Ambassador of the Year 2018’ at the Annual Awards Diner on 23rd November 2018. Cost to Crewe Town Council £600 plus VAT.  Members ***resolved*** to agree to supporting the funding of the award subject to it being matched by Nantwich TC, that the Mayor receive an invite to the event and that it is awarded to a business in Crewe or Nantwich. |
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| ***18/1/18*** | To consider an update on joint working arrangements with Kidsgrove Town Council[[5]](#footnote-5). |
|  | Members discussed matters and agreed that the Leader meet his counterpart at Kidsgrove to look into the potential relationship such that a recommendation can be made to Council. |
| ***18/1/19*** | To consider the date of the next meeting (11th September) |
|  | Members noted the date of the next meeting. |
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**Meeting closed: 20:56**

1. Council previously agreed that this committee will automatically be chaired by the Leader of Council. [↑](#footnote-ref-1)
2. Cllr Jill Rhodes joined the meeting at the start of this item. [↑](#footnote-ref-2)
3. Cllr Straine-Francis joined the meeting at the start of this item. [↑](#footnote-ref-3)
4. The second two items were discussed in closed session at the end of the meeting. [↑](#footnote-ref-4)
5. Members discussed this item in closed session due it relating to employees contracts of employment. [↑](#footnote-ref-5)