**Crewe Town Council**

**Finance and Governance Committee**

1 Chantry Court

Forge Street

Crewe

CW1 2DL



**Minutes of the meeting held on 11th December 2018**

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| ***18/3/01*** | Present |
|  | Cllrs Houston, B Minshall, John Rhodes, Jill Rhodes, Roberts and Straine-Francis.  In attendance: Steve McQuade (Town Clerk) |
| ***18/3/02*** | To receive apologies for absence |
|  | Apologies were received and accepted from Cllrs Lundie, P Minshall, D Yates and S Yates.  In the absence of the Chairman and Deputy Chair, Cllr Roberts agreed to chair the meeting. |
| ***18/3/03*** | To note declarations of Members’ interests |
|  | Cllr Straine-Francis declared an interest being known to Mr Connor.  All members present noted that Mr Connor had sent them correspondence, with the exception of Cllr John Rhodes who had not received any letter. |
| ***18/3/04*** | To confirm and sign the minutes of the meeting held on 11th September 2018 |
|  | The minutes were approved and signed as an accurate record. |
| ***18/3/05*** | Public Participation A period not exceeding 15 minutes for members of the public to ask questions or submit comments |
|  | There were no questions or statements made. |
| ***18/3/06*** | 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  Members reviewed and noted the financial updates. |
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| ***18/3/07*** | To receive and consider an update in relation to the allotments in Crewe (Town Clerk) |
|  | The Clerk updated members with regard to the works at Manor Way and Ford Lane allotments.  Members also noted that costs were still being incurred as a consequence of Cheshire East not finally closing off the matter of the legal land transfer. |
| ***18/3/08*** | To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Houston) |
|  | Members noted that the last audit had been postponed and that an audit would be conducted before the end of December. |
| ***18/3/09*** | Policy Review – To consider the update in relation elements of civic protocol  Members noted the position as set out in the annex to these minutes which were amended on the evening in line with changes requested by members.  The Mayor raised his concerns about the management of mayoral invitations. The Clerk replied that the matter could be discussed under the item related to the establishment as in his opinion some of the problems were related to lack of capacity. |
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| ***18/3/10*** | 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.  Members received an update on the present situation. Cllr Houston and Cllr Jill Rhodes agreed to take the lead on this matter. |
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| ***18/3/11*** | To consider making a recommendation to Council in relation to the award of Freedom of the Town[[1]](#footnote-1) (Cllr Straine-Francis)  Cllr Straine-Francis made the case for greater use of the award of Freedom of the Town.  The matter was deferred and Community Plan Committee was invited to look into the matter further. |
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| ***18/3/12*** | To consider policies in relation to the establishment of memorials on Memorial Square. |
|  | Members agreed to recommend that Council makes the following resolution[[2]](#footnote-2).  ‘That Council expresses its support for the installation of a memorial on Memorial Square that commemorates the role of the International Brigades, including those members from Crewe, during the Spanish Civil War. Council asks that Cheshire East facilitates the installation of the memorial and agrees to match a contribution from the Town Council to the costs of the project. The Memorial will recognise the 80th anniversary of the end of the Spanish Civil War’. |
| ***18/3/13*** | To consider a request from Crewe FC and other football agencies for support |
|  | The Clerk briefed members with regard to a meeting with various agencies and identified a need for a fundamental review of football and allied sports facilities.  Members considered the matter and determined that committee:   * recognised the need for improved sports facilities in the town. * that improved facilities could only be achieved through the release of land or better use of existing land currently dedicated for sports usage. * may be willing to fund a study if a degree of match funding were available from other sources. * hoped meetings with portfolio holders at Cheshire East take place to review provision in Crewe. * would consider the item at a future meeting. |
| ***18/3/14*** | To note and consider information from Cheshire East concerning a planned review of parish boundaries and other governance matters. It is recommended that:   * An ad hoc working group is created to draft a response. * That liaison with third parties having an interest in such matters forms part of the process, which would include dialogue with neighbouring parishes in particular. |
|  | Members, after discussion, deferred the item to the January meeting. |
| ***18/3/15*** | To consider information from the Police and Crime Commissioner in relation to the future of the Police Station in the town centre with a view to making recommendations to Council as to the likely role of the Town Council in such matters.  Members received an update from the Clerk in relation to the provision of policing in Crewe in the context of the likely relocation of the primary Police Station in Crewe. Members were advised that the Police were looking at their options and would be consulting on the relocation of the Police Station. That would allow further comments on what provision should remain in the town centre. Members stressed the need for a physical presence to remain in the town centre.  Members were also updated on the plans to physically relocate the Police Station and what that might mean in the context of a vacant site in the town centre. |
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| ***18/3/16*** | To consider a report in relation to the future establishment of the Council. Note that this may have implications for the budget item below.  Members reviewed the paper presented and determined to consider the matter alongside the budget item (below). |
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| ***18/3/18*** | To consider the draft budget for the Committee 2019/20. Note that the Council tax base tends to increase each year due to the increasing in number of properties. Provisionally, if there was no change in Band D value this would result in approximately 12.2k of additional income.  Members reviewed the committee budgets in turn and then reviewed the budget in totality. Members agreed to accept the budget as presented and recommend its adoption to Council in January.  Members noted the Clerk’s comments about pressures on the team and the need to balance the establishment. Resource was found in the budget that would provide for flexibility and if necessary recruitment, but at this stage members were not content to commit to a permanent admin resource. |
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| ***18/3/19*** | To receive and consider an update from the Deputy Leader in relation to the Council's complaints policy.  Members deferred the item to the next meeting which would heard in private session. |
| ***18/3/20*** | To consider the date of the next meeting (29th January) |
|  | Members noted the date of the next meeting |
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**Meeting Closed: 22:45**

**Annex – Civic Protocol**

The purpose of this note is to reconfirm the protocols on attendance at civic and other events to which the Council is invited. Note that this does not include business meetings. The present arrangements are set out below and members are invited to review the protocols:

1. The Mayor shall have first refusal on any invitation to attend a civic or other social function.
2. If the Mayor is not available then the Deputy Mayor shall be invited.
3. If the Deputy Mayor is not available then the immediate past Mayor will be invited and so on until all past Mayors have been asked.
4. At this point officers will use their discretion in seeking to invite other members or to send apologies.
5. Any member attending an event may invite any other person to attend with them if the invitation is for two or more.
6. If a member invites an officer it should be made clear if that is in the capacity of a friend or as an officer. Officers if invited may decline without fear or favour and will be credited with time if attending as an officer and not guest.

1. The item was held in confidential session due to the sensitive nature of the discussion. [↑](#footnote-ref-1)
2. The item was discussed in closed session to respect the sensitivities associated with the use of Memorial Square. [↑](#footnote-ref-2)