



## NANTWICH TOWN COUNCIL

### MINUTES OF THE FINANCE COMMITTEE HELD ON 22<sup>nd</sup> July 2021

**Present** – Councillors: David Greaves, John Statham, Pam Kirkham, Stephanie Wedgwood with Samantha Roberts the Town Clerk, the Facilities Manager David Thomas and Deputy Clerk Sheryl Birtles

**Also present:** Councillor Stuart Bostock

#### **9. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Phil Staley, David Marren (Chair) and Arthur Moran

#### **10. DECLARATIONS OF INTEREST**

There were no declarations of interest expressed.

#### **11. MINUTES OF FINANCE COMMITTEE OF 17<sup>th</sup> June 2021**

Committee approved the minutes of the Meeting held on 17<sup>th</sup> June 2021.

#### **12. INCOME AND EXPENDITURE**

Members considered the previously circulated reports detailing the income and expenditure to 30<sup>th</sup> June 2021. The Clerk informed members of the expenditure to date, advising that it was lower than had been expected at this point in the year, but advised that there were some areas of overspend within specific cost codes of Grants, Salaries, General equipment and Repairs and Maintenance explaining the overspend. The Clerk sought approval for a virement to address the overspend within Salaries and Grants from the Food Festival budget and the Professional Fees budget.

The Clerk also informed members of the income received to date, which was higher than had been expected at this point in the year. The Clerk advised caution as some of the income received was from the sale of tickets for shows later in the year which could be affected by Covid should the Government reintroduce any lockdown restrictions.

Councillor Statham sought clarification on the situation relating to the Grants overspend. The Clerk reminded members that there had been two large grants approved for the Happiness Hub and Community Garden totalling £7000 back in October/November 2020 for the new financial year, but due to the uncertainty with Covid there had not been a budget set for them. When the grants were re-confirmed at Full Council on 10 June 2021 there was no allocated budget, so the Clerk had issued the funds from the small grants budget creating an overspend.

**Resolved:** It was resolved:

- a) To note and approve the review of income and expenditure and the bank reconciliation as of 30 June 2021
- b) To approve the virement of funds as follows:
  - i) £7000 from the Food Festival budget (4143) to the Local Organisations budget (4138)
  - ii) £15,000 from the Professional Fees budget (6300) to Salaries (4000)

#### **13. FINANCIAL RISK ASSESSMENT**

The Clerk advised members on the reason for this item, following a request from Councillor Marren when the Financial Risk Assessment had been approved for 2021. Councillor Marren wished to review the risk assessment and the Clerk had suggested that the committee could review sections of the risk assessment throughout 2021 ready for approval for the next financial year of 2022.

Members agreed that as Councillor Marren had a keen interest in this item it should be deferred until the next meeting of the Finance Committee.

**Resolved:** It was resolved to defer consideration of the Financial Risk Assessment until the next meeting of the Finance Committee.

#### 14. BUDGET PAYMENT APPROVALS

Members considered the previously circulated report seeking support for funding of planned maintenance works set within the budget for 2021/22. The Clerk advised members that although the budget had been approved by Council, she sought confirmed support for the spend due the ongoing uncertainty caused by the pandemic. The Clerk provided details on the funding for replacement of the moving spotlights and fixed LED lighting in addition to kitchen warming cupboards, whilst the Facilities Manager provided information on the equipment and the need to upgrade and replace the equipment.

The total cost of all the equipment was £22,295 + VAT, which would come from the budget for Fixtures and Fittings (4214) of £35,000.

**Resolved:** It was resolved recommend the approval of the required purchases as detailed in the report at a combined cost of £22,295 from cost code 4214.

#### 15. GRANT APPLICATIONS

Applicant	Project	Total cost (£)	Grant Requested (£)	Notes
Insights Bereavement Listening Support	Setting up costs including training.	£2500	£500	Bereavement and grief counselling.
Nantwich Cricket Club	To purchase a defibrillator for the club	£1350	£500	Currently no defibrillator at the club.
<b>Total</b>		<b>£3850</b>	<b>£1000</b>	

**Resolved:** It was resolved to approve the grant applications as detailed above.

#### 16. ACCOUNTS AND PAYMENTS

**Resolved:** That the schedule of payments be approved in accordance with the previous resolution of the Town Council to use the General Power of Competence, the total sums as follows:

Trading Account = £107,652.21

Current Account = £2,155.06

One card = £34.49

Petty Cash = £2.25

**The meeting ended at 7.30pm**

Signature of Chair :.....

Date :.....