

**MINUTES OF FINANCE COMMITTEE MEETING OF DISLEY PARISH COUNCIL  
HELD ON WEDNESDAY 12<sup>TH</sup> JULY 2017 AT DISLEY COMMUNITY CENTRE**

<b><u>Present:</u></b>	Cllrs. Kidd, Adams and Kennedy.  Start time: 6.30pm
6607	As neither the Chairman nor Vice Chairman of the Finance Committee was in attendance, under Standing Order 1 (o) the first order of business was to elect a Chairman for the meeting. Cllr. Adams offered to chair the meeting. <b>Proposed:</b> Cllr. Kidd <b>Seconded:</b> Cllr. Kennedy Unanimously agreed
<b>Resolved</b>	<b><i>That Cllr. Adams chair the meeting in the absence of the Chairman and Vice Chairman.</i></b>
6608	<b><u>To receive any Apologies for Absence.</u></b> Apologies were received from Cllrs. Pattison, Harrop and Chavasse-Hadfield.
6609	<b><u>To receive any Declarations of Interest.</u></b> None received.
6610	<b><u>Public Forum</u></b> No members of the public were in attendance.
6611	<b><u>To note any correspondence received.</u></b> No correspondence received.
6612	<b><u>To note Internal Audit Report for Year 2016/17 and follow-up actions.</u></b> The Clerk informed the meeting that the period of the public right to inspect the Council's accounts was now open and lasted for 6 weeks. The Clerk also informed the meeting that the result of the external audit was imminent.  <p align="right"><b>Noted</b></p>
6613	<b><u>To note a letter received from Alan Rashleigh &amp; Associates relating to Community Centre Project VAT.</u></b>  <p align="right"><b>Noted</b></p>
6614	<b><u>To consider the provision of a Council vehicle for the Handyman Service.</u></b> The Clerk informed the meeting that work-related travel costs were currently being paid to both handymen. Cllr. Kennedy pointed out that the employee would be taxed if he had private use of a work vehicle. It was agreed that the vehicle would only be used for Council business to avoid this. Cllr. Adams requested figures for the current costs and estimates of the potential running costs for a Council vehicle. Cllr.

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	<p>Kennedy confirmed that a tow bar, Council livery and interior wood panelling would be required. He also suggested that local suppliers should be approached in the first instance. Cllr. Kidd proposed a maximum budget of £5,500 be set for the cost of a suitable vehicle and fitting out. The Clerk highlighted that owing to the value involved the decision would need to be approved by full Council.</p> <p><b>Proposed:</b> Cllr. Kidd <b>Seconded:</b> Cllr. Kennedy Unanimously agreed</p>																																
<b>Resolved</b>	<b><i>That the Finance Committee make a recommendation to full Council that a maximum budget of £5,500 be set for the cost and fitting out of a suitable Handyman Service vehicle and that a local motor trader be approached in the first instance.</i></b>																																
6615	<p><b><u>To note Council Reserves transactions for Quarter 1 – Year 2017/18</u></b> Cllr. Adams noted that the Community Bus was now practically cost-neutral in terms of running costs. Cllr. Kidd highlighted that no provision was taken for the cost of the Council's admin time and expenses. Cllr. Kennedy asked if there were any plans to replace the bus. Cllr. Adams replied that this would be discussed at a Community Bus Project Meeting in September. Cllr. Kennedy asked if there had been any progress on the car park to Market Street ginnel project. None was reported by the meeting.</p> <p align="right"><b>Noted</b></p>																																
6616	<p><b><u>To authorise payment of Accounts totalling £9,851.69 as listed on Appendix A.</u></b></p> <table border="1"> <thead> <tr> <th>Trans</th> <th>Cheque</th> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>495</td> <td>BACS/170717/ HMRC</td> <td>HMRC - NI and PAYE - Month 3 - June 2017</td> <td>£1,094.55</td> </tr> <tr> <td>496</td> <td>BACS/170717/ PENSION</td> <td>Cheshire Pension Fund - Pension contributions - Month 3 - June 2017</td> <td>£1,371.01</td> </tr> <tr> <td>502</td> <td>BACS/230617/ MPS</td> <td>MPS Residential Developments Ltd - Community Centre building works - Progress Payment - Stage 2</td> <td>£2,808.40</td> </tr> <tr> <td>503</td> <td>BACS/230617/ RIGTON</td> <td>Rigton Insurance Services Ltd - Community Mini bus - Annual insurance premium</td> <td>£731.72</td> </tr> <tr> <td>504</td> <td>005521</td> <td>Petty Cash - Petty Cash replenishment - July 2017</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Ann Carter - Office Cleaning</td> <td>£40.00</td> </tr> <tr> <td></td> <td></td> <td>Office supplies</td> <td>£11.36</td> </tr> </tbody> </table>	Trans	Cheque	Payee	Amount	495	BACS/170717/ HMRC	HMRC - NI and PAYE - Month 3 - June 2017	£1,094.55	496	BACS/170717/ PENSION	Cheshire Pension Fund - Pension contributions - Month 3 - June 2017	£1,371.01	502	BACS/230617/ MPS	MPS Residential Developments Ltd - Community Centre building works - Progress Payment - Stage 2	£2,808.40	503	BACS/230617/ RIGTON	Rigton Insurance Services Ltd - Community Mini bus - Annual insurance premium	£731.72	504	005521	Petty Cash - Petty Cash replenishment - July 2017				Ann Carter - Office Cleaning	£40.00			Office supplies	£11.36
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## MINUTES OF FINANCE COMMITTEE MEETING OF DISLEY PARISH COUNCIL HELD ON WEDNESDAY 12<sup>TH</sup> JULY 2017 AT DISLEY COMMUNITY CENTRE

		DPC Office window cleaner	£6.50
		Postage for Disley news and stamps	£22.04
		Postage for Council Meeting agendas	£7.80
		Fuel for power tools	£5.78
505	005522	AK Products (Peartree Print) - Neighbourhood Plan flyers - 2,250 A5 colour	£100.00
506	005523	Cheshire East Council - Supplier - Community Grant Award - as resolved on 14/06/2107 - Minute Ref: 6573	£200.00
507	005524	Plantscape - Summer planting of hanging baskets and 3-tier planter	£1,353.60
508	005525	United Utilities/Water Plus - DPC Offices water and waste water charge 03/02/17 to 26/05/17	£77.07
509	005526	PRIDE - Summer planting 2017	£100.00
510	005527	SLCC - Branch Conference and training day	£35.00
511	005528	E-on Energy - Newtown Changing Rooms electricity - 21/03/17 to 20/06/17	£25.52
512	005529	Alan Rashleigh & Associates Ltd - Professional Services - VAT advice re Community Centre Project	£100.00
513	005530	Disley PCC - Distribution of DPC Newsletter - Summer 2017 edition	£150.00
514	005531	Richard Holland - Website hosting, Anti- virus, mileage.	
		Website hosting - 25/06/17 to 25/07/17	£14.95
		Bitdefender Antivirus - 2 x PCs	£24.99
		Mileage claim - June 2017	£7.20
515	005532	E-on Energy - Village Streetlighting - May 2017	£112.89
516	BACS/130717/S HIRES	Shires Pay Services Ltd - Payroll Services - June 2017	£50.00
517	DD/120617/ALL STAR	Allstar - Community bus card fee	£1.79
518	DD/120617/BT- 1	British Telecommunications Plc - Business Line and charges for 01663 766256 - May, June, July 2017	£48.46

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		British Telecommunications Plc - Business	
519	DD/120617/BT- 2	Line and charges for 01 663 762726 - May, June, July 2017	£56.69
520	DD/120617/BT- 3	British Telecommunications Plc - Broadband charges - May, June, July 2017	£146.64
521	DD/150617/EO N	E-on Energy - Community Centre electricity - June 2017	£285.00
522	DD/150617/ED F	EDF Energy - DPC Office electricity - May 2017	£27.00
523	DD/150617/CE C	Cheshire East Council - Supplier - Community Centre Non-Domestic Rates - June 2017	£140.00
524	DD/180617/BIF FA	Biffa Waste Services Ltd - Community Centre waste disposal - 20/05/17 to 23/06/17	£112.62
525	DD/200617/CN G - 1	CNG Limited - Community Centre Gas Supply - May 2017	
		Gas charge	£248.34
		CCL charge	£16.22
526	DD/200617/CN G - 2	CNG Limited - DPC Office Gas Supply - May 2017	£5.37
527	DD/200617/BRI TGAS	British Gas - DPC Office - Gas - May 2017	£5.98
528	DD/270617/CE C	Cheshire East Council - Supplier - DPC Office Non-Domestic Rates - June 2017	£147.00
529	DD/280617/ALL STAR	Allstar - Community bus fuel	£60.55
530	005533	Tim Rogers - Hire of CAT 3 Scanner on behalf of Disley Footpaths Society	£42.90
531	005534	A H Tomlinson Parbans Ltd - Tools and parts for Springfield Allotments new standpipe	£56.75
			<b>£9,851.69</b>
		<b>Proposed:</b> Cllr. Kidd <b>Seconded:</b> Cllr. Adams Unanimously agreed	
<b>Resolved</b>	<b><i>That the Payment of Accounts totalling £9,851.69 as listed on Appendix A. is authorised.</i></b>		
6617	<b><u>To note Quarter 1 Budget Comparisons and financial statement to 30/06/2017</u></b> Cllr. Kennedy asked for clarification of the business rates once the current		

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	<p>offices had been sold. The Clerk replied that it was his understanding that the Council would be eligible for Small Business Rate Relief once it occupied only a single property.</p> <p style="text-align: right;"><b>Noted</b></p>
	<p>The meeting concluded at: 7.05pm</p>

Signed: \_\_\_\_\_