

**MINUTES OF FINANCE COMMITTEE OF DISLEY PARISH COUNCIL
HELD ON WEDNESDAY 19TH OCTOBER 2016 AT DISLEY COMMUNITY CENTRE**

<u>Present:</u>	Cllrs. Chavasse-Hadfield (Chair), Pattison (Vice Chair), Kidd, Harrop and Kennedy. Start time: 7.35pm
6345	<u>To receive apologies for absence</u> Apologies were received from Cllr. Davenport.
6346	<u>To receive any declarations of interest</u> None received.
6347	<u>Public Forum</u> No members of the public were in attendance.
6348	<u>To note any correspondence received</u> Chief Constable Simon Byrne – Cheshire Constabulary – Letter regarding PCSOs and offering existing funding partners the opportunity to continue on the current arrangements, whilst the constabulary works towards new arrangements in April 2018. This ensures PCSO costs will not increase before April 2018.
6349	<u>To consider the rescheduling of Finance Committee meetings to the same evenings as Council meetings.</u> Councillors agreed that future Finance Committee meetings be held at 6.30pm, immediately preceding full Council Meetings. The Clerk was asked to update the Meeting Schedule.
6350	<u>To consider an unrepresented cheque for £2,550.00 made payable to High Lane Haulage on 31/03/2016 and agree further action.</u> Councillors agreed that the Clerk contact the Angling Club regarding High Lane Haulage and that the advice of EDGE IT be followed i.e. verify the financial status of the company and attempt to contact again via registered post. If there is no response, that the £2,550.00 is transferred from the General Fund to a specific reserve, the cheque is cancelled with the bank and that this is reported to the Council. Proposed: Cllr. Kennedy Seconded: Cllr. Pattison Unanimously agreed
Resolved	<i>That the Clerk contact the Angling Club regarding High Lane Haulage and that the advice of EDGE IT be followed i.e. verify the financial status of the company and attempt to contact again via registered post.</i>
6351	<u>To consider an Easement Fee for Frankie's Wine Bar for the use of Council land as a fire escape.</u> Cllr. Kidd reported that he and Cllr. Pattison had met with Woods Solicitors

Signed: _____

**MINUTES OF FINANCE COMMITTEE OF DISLEY PARISH COUNCIL
HELD ON WEDNESDAY 19TH OCTOBER 2016 AT DISLEY COMMUNITY CENTRE**

	<p>and that an easement would be required should the Council wish to allow Frankie's Wine Bar use of Council land as a fire escape. Any such easement would have a financial value. Cllr. Pattison said that a surveyor had been approached to quote for surveying the site and proposing an easement fee. The surveyor had quoted £850 for this. The legal fees for writing an easement document were approx. £400. Cllr. Pattison commented that the easement would need to contain details of the fire door and its "break-glass" provisions as well as a right to periodic inspections to ensure the terms were being implemented. Cllr. Harrop suggested that a fixed term, for example five years, would be preferable, with a repeat fee and automatic renewal. He further said that any agreed fee should be index-linked. Cllr. Pattison made the point that any easement fee would need to be seen as offering best value to residents while also not be obstructive to a local business. Cllr. Harrop agreed to contact Roberts & Roberts Surveyors and the Clerk was requested to contact Irving Associates in the village for alternative easement survey quotes.</p>
6352	<p><u>To consider Community Centre hire charges for 2017</u> Given the potential disruption to hirers due to the forthcoming building work at the Centre, councillors agreed to leave charges unchanged. A review would be carried out in 12 months. Proposed: Cllr. Kennedy Seconded: Cllr. Pattison Unanimously agreed</p>
Resolved	<i>That Community Centre hire charges for 2017 remain unchanged with a review set for October 2017.</i>
6353	<p><u>To consider any major changes proposed to the Council's budget for 2017/18 and agree the budget process.</u> Cllr. Kidd raised the cost of the Handyman's vehicle and the benefits it provides to the Council. Cllr. Harrop suggested that the Handyman could be offered an allowance for the use of his vehicle. The other alternative was to lease a vehicle to include all costs such as insurance and maintenance. The Clerk was requested to approach the Handyman to discuss these options. Cllr. Kennedy suggested that a budget/reserve should be allocated for completion of the Neighbourhood Plan. This would need to take account of Cheshire East and Localities funding. Cllr. Kidd commented on a meeting with the Schoolhouse Surgery where the idea of a part-time Health and Well-being Coordinator had been discussed. Cllr. Harrop asked for clarification of the scope of the proposed role and Cllr. Kidd agreed to gather more details. Councillors discussed the budget process and it was agreed that 2017/18 budgets would have to be prepared under present circumstances i.e. no assumptions could be made of costs or savings following the Council</p>

Signed: _____

**MINUTES OF FINANCE COMMITTEE OF DISLEY PARISH COUNCIL
HELD ON WEDNESDAY 19TH OCTOBER 2016 AT DISLEY COMMUNITY CENTRE**

	Office relocation. A budget working party of Cllrs. Kidd and Chavasse-Hadfield and the Clerk would meet on 27 th October 2016 and report back to the next Council meeting on 9 th November 2016.																												
6354	<p><u>To consider suspending the Council's Standing Order 30 (b) and Financial Regulation 11.1 (b) to (f) in relation to a contract for Phase 1 of the Community Centre project.</u></p> <p>Cllr. Chavasse-Hadfield stated that the version of the Standing Orders currently in use by councillors had a £40,000 tender threshold in Section 30 (b), not £25,000 as suggested by the Clerk. £40,000 would allow the contact to be awarded without the need for the full tender process and would not require the Standing Orders and Financial Regulations to be suspended. The Clerk agreed to verify this.</p> <p>Proposed: Cllr. Kidd Seconded: Cllr. Kennedy Unanimously agreed</p>																												
Resolved	<i>That should the current Standing Orders and Financial Regulation show a tender threshold of £40,000, no action be taken. Should the current Standing Orders and Financial Regulation show a tender threshold of £25,000, then they be suspended in relation to a contract for Phase 1 of the Community Centre project.</i>																												
6355	<p><u>To consider increasing the tendering threshold in the Council's Standing Order and Financial Regulations from £25,000 to £50,000 at the next review.</u></p> <p>Councillors agreed that this item could not be debated until clarification of the previous item had been established.</p>																												
6356	<p><u>To note payment of Accounts as listed on Appendix A (1)</u></p> <p align="right">Noted</p>																												
6357	<p><u>To approve payments on accounts as listed on Appendix A (2).</u></p> <table border="1"> <thead> <tr> <th><u>Trans No</u></th> <th><u>Cheque</u></th> <th><u>Payees</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>233</td> <td>BACS/151016/ SALARIES</td> <td>Payroll - Net Salaries - Month 7 - October 2016</td> <td>£4,525.65</td> </tr> <tr> <td>234</td> <td>BACS/151016/ HMRC</td> <td>HMRC - NI and PAYE - Month 7 - October 2016</td> <td>£997.10</td> </tr> <tr> <td>235</td> <td>BACS/151016/ CHESPENS</td> <td>Cheshire Pension Fund - Pension contributions - Month 7 - October 2016</td> <td>£1,265.81</td> </tr> <tr> <td>236</td> <td>005347</td> <td>Stockport Electrical Services Ltd - Street lights repairs - Red Lane and Oak Bank</td> <td>£435.55</td> </tr> <tr> <td>237</td> <td>005348</td> <td>Tunnickliffe Labels & Signs Ltd -</td> <td>£54.12</td> </tr> <tr> <td>238</td> <td>005349</td> <td>Tunnickliffe Labels & Signs Ltd -</td> <td>£27.17</td> </tr> </tbody> </table>	<u>Trans No</u>	<u>Cheque</u>	<u>Payees</u>	<u>Amount</u>	233	BACS/151016/ SALARIES	Payroll - Net Salaries - Month 7 - October 2016	£4,525.65	234	BACS/151016/ HMRC	HMRC - NI and PAYE - Month 7 - October 2016	£997.10	235	BACS/151016/ CHESPENS	Cheshire Pension Fund - Pension contributions - Month 7 - October 2016	£1,265.81	236	005347	Stockport Electrical Services Ltd - Street lights repairs - Red Lane and Oak Bank	£435.55	237	005348	Tunnickliffe Labels & Signs Ltd -	£54.12	238	005349	Tunnickliffe Labels & Signs Ltd -	£27.17
<u>Trans No</u>	<u>Cheque</u>	<u>Payees</u>	<u>Amount</u>																										
233	BACS/151016/ SALARIES	Payroll - Net Salaries - Month 7 - October 2016	£4,525.65																										
234	BACS/151016/ HMRC	HMRC - NI and PAYE - Month 7 - October 2016	£997.10																										
235	BACS/151016/ CHESPENS	Cheshire Pension Fund - Pension contributions - Month 7 - October 2016	£1,265.81																										
236	005347	Stockport Electrical Services Ltd - Street lights repairs - Red Lane and Oak Bank	£435.55																										
237	005348	Tunnickliffe Labels & Signs Ltd -	£54.12																										
238	005349	Tunnickliffe Labels & Signs Ltd -	£27.17																										

Signed: _____

1627

MINUTES OF FINANCE COMMITTEE OF DISLEY PARISH COUNCIL HELD ON WEDNESDAY 19TH OCTOBER 2016 AT DISLEY COMMUNITY CENTRE

	239	00005350	Bailey Streetscene -	£702.00
	240	005351	Richard Holland - Speed Indicator Device - New battery	£55.92
	241	DD/061016/EO N	E-on Energy - Electricity DPC Office - October 2016	£24.00
	242	DD/071016/BG AS	British Gas - Gas usage - DPC office 04/06 to 13/09 2016	£22.40
	243	DD/131016/AL LSTAR	Allstar - Community bus fuel card fee	£1.79
				£8,111.51
	<p>Proposed: Cllr. Kidd Seconded: Cllr. Kennedy Unanimously agreed</p>			
6358	<p><u>To note budget comparisons to 30/09/2016 and financial statement to 12/10/2016.</u> Cllr. Chavasse-Hadfield noted that the new budget comparison report was far clearer than the previous version.</p> <p style="text-align: right;">Noted</p>			
	The meeting concluded at 9.10pm			

Signed: _____