



ALDERLEY EDGE PARISH COUNCIL

Minutes of the Finance Committee held on Monday 10th October 2016

Present: Cllr M Garbett (Chairman), Cllrs C Browne, M Dudley-Jones, R Grantham, G Hall, I Higham
R Norbury

In attendance: Clerk – A. Ross, Press 1, Public 2, Hall Manager

Meeting

Commenced: 7:45pm

1. Apologies for Absence.

Cllrs C Munro and M Taylorson.

2. Declarations of interest and requests for dispensation to discuss, or discuss and vote on a matter in which a Member or co-opted Member has a Disclosable Pecuniary interest (DPI).

None

3. Minutes of the meeting held on 11th July 2016.

Approval proposed by Councillor M Garbett seconded by Councillor R Grantham and carried.
(at the Parish Council meeting of 1st August 2016 – point 7 on page C15).

4. Recommendations for expenditure:

a) To retrospectively approve the following items: £

none

b) To consider any other recommendations/requests:

Cllr Hall explained the rationale behind the requests and gave an update on the Festival Hall (copy attached).

At present, Rebloom are on a temporary contract through to December for the facilities management of the Festival Hall & Medical Centre. It is felt that the best way to fully comply with processes and manage the specification for the tender for the permanent contract was to buy in CEC support.

To agree proposal to engage CEC procurement to support In the preparation of tender document for Facilities Management of the Festival Hall & Medical Centre	up to £1000
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Approval proposed by Councillor G Hall seconded by Councillor M Garbett and carried.

To agree the purchase of stage curtains for the Festival Hall	up to £5000
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As some old curtains have been offered to the Parish Council from the girl's school the resolution was amended
To:

To agree the cost of installing track for the curtains	up to £1000
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Approval proposed by Councillor G Hall seconded by Councillor C Browne and carried.

To agree the purchase of additional staging for the Festival Hall up to £2900

Approval proposed by Councillor G Hall seconded by Councillor R Grantham and carried.

To agree the purchase of additional chairs for the Festival Hall up to £2040 for 120 chairs

Approval proposed by Councillor C Browne seconded by Councillor R Grantham and carried.

To agree purchase of 1 double warming oven with hotplates On top up to £2685

Request withdrawn.

5. To approve the Schedule of Items Paid.

Approval proposed by Councillor M Garbett seconded by Councillor R Grantham and carried.

6. To approve the Income and Expenditure accounts.

Approval proposed by Councillor M Garbett seconded by Councillor R Grantham and carried.

7. Report from relevant councillor regarding Internal Controls.

Cllr Grantham reported that she had carried out the required tests and was satisfied the Council's Internal Controls were fully compliant with standards with the exception of the stock take. It was acknowledged that there have been some issues with the management of the stock since the new Hall Manager has been in place. It was agreed that the hall manager would address the issues in the next couple of weeks and Cllr Grantham and the Clerk would do another stock take.

8. Notices and Correspondence.

None

5. Reports from Councillors.

None

Meeting Closed: 8:43pm

ACTION SUMMARY

Undertaken By	Detail	When For

**Councillor M Garbett
CHAIRMAN**

MINUTES SUBJECT TO APPROVAL AT THE NEXT PARISH COUNCIL MEETING