

NORTHWICH TOWN COUNCIL
MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON
THURSDAY 20th JANUARY 2022 at 6.00 pm

Members Present : Cllr M McNamee
Cllr G Emmett
Cllr S Naylor
Cllr Miss C Fox
Cllr Ms J Thomas
Cllr Mrs K Cernik

Also Present : Chris Shaw – Town Clerk
Liza Clansey – Assistant Town Clerk
Cath Kirwan – Finance Officer

FIN 21/63 APOLOGIES FOR ABSENCE OR ABSENCE

Apologies received from, Cllr L Siddall and, Cllr T Melville

FIN 21/64 DECLARATIONS OF INTEREST

Cllr Mr G Emmett wished to declare an interest in Freshwater View.

FIN 21/65 SIGNING OF THE MINUTES

Minutes of the Finance and General Purposes Committee meeting held on 16th December, 2021 and noted at Town Council meeting on 10th January 2022 were approved.

Proposed: Cllr G Emmett seconded: Cllr M McNamee

FIN 21/66 DETAILED INCOME & EXPENDITURE BY BUDGET

ATC and FO answered various members questions relating to budget headings.

NOW Festival to go ahead in April 2022, this has been postponed for the last two years due to COVID restrictions. NTC have been notified that they have a budget of £118,000 from CW&C. Cllr. S Naylor, BID Northwich and Barons Quay have concerns as they have asked for no input from us. Town Clerk queried if they still need the £6,000 from NTC. SN spoke to Louise Gittins regarding our concerns. Cllr Miss C Fox made it clear that Cheshire Dance are not funding the event. Graham Lister has spent a lot of time and effort to create a cultural hub with a variety of arts and crafts. Councillors agreed this event needs more scrutiny. SN confirmed the Arts Council will have a copy of the application and there will be an audit which will be required to monitor the cost of the event and funding.

Additional Parish Councils – Town Clerk commented that additional quotes have been made for other areas.

Proposed: Cllr S Naylor seconded: Cllr G Emmett

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Date

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**Cllr M McNamee
Chair**

FIN 21/67 BACS DUE FOR PAYMENT

Bacs payments and direct debit figure approved £36,414.59

Proposed by Cllr T Melville, seconded by Cllr M McNamee, all approved

FIN 21/68 BANK PAYMENTS TO BE CHECK BY FINANCE

Members approved evidence for payments from November (October 21 invoices)

Defib Store - £1036.80
Peter Douglas - £528.00

Proposed by Cllr Mrs K Cernik and seconded by Cllr Ms J Thomas, all approved

Members picked two suppliers from December payments (November invoices), evidence to be brought to finance meeting in January 2022 and chosen by Cllrs. McNamee and Emmett

Blitz Fireworks - £450.00
Real Christmas Trees - £18,138.35

FIN 21/69 TO CONFIRM FIGURES ARE AN ACCURATE RECORD DURING ZOOM MEETINGS

During Covid when meetings were taking place via Zoom, documents that would normally be signed by the Chair of Finance and one other Finance member have not been signed.

Moving forward, now we are having face to face meetings these documents need to be signed off at each meeting once approved.

The following documents have not been signed in accordance with our Finance Regulations:

- Bank Account Reconciliations from April 2020 to December 2021
- Payroll from April 2020 to December 2021
- HSBC Credit Cards from April 2020 to December 2021

The Vice Chair of Finance and a member of the Finance Committee to review paperwork and confirm figures are an accurate record.

Proposed by Cllr S Naylor and seconded by Cllr Ms J Thomas, all approved

FIN 21/70 MANDATE FOR LOCAL AUTHORITY

We last updated our bank mandate in 2019, although we rarely use cheques this mandate still needs updating as many Finance members are no longer Councillors or have sadly passed away.

Cllr Melville, Cllr McNamee and Cllr Emmett all signed the mandate and suggested we ask other Finance members that were not present if they would also sign the mandate.

Proposed Cllr Melville and seconded by Cllr Emmett, all approved

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Date

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Cllr M McNamee
Chair

FIN 21/71 PRECEPT 2022/2023

TC answered various members questions relating to budget headings

TC informed members that more events will be happening around the town center.

SN – NTC are spending money effectively

TC informed members that NTC has supplied 10 defibs this year and 2 new play areas this year. Next year will be refurbishing the Skate Park.

Building projects – Remove old animal pens from Vickersway and re do paths in Cemetery.

Friendly Benches – KC part funded several benches which are designed to talk and meet new friends. Possibly create a trail from bench to bench. JT mentioned benches for new mums at school.

GE – Statue in Verdin Park to be cleaned up and step into Verdin Park to be rebuild with York stone, existing flags will be repaired and repointed. Maintenance will be ongoing.

Proposed Cllr Mrs K Cernik and seconded by Cllr Emmett, all approved

FIN 21/72 DATE OF NEXT MEETING

Date of the next meeting Thursday 24th February 2022 at 6.00 pm

There being no further business the Chairman declared the meeting closed at 6.50 pm

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Date

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Cllr M McNamee
Chair