



**STRATEGY & FINANCE COMMITTEE**  
**Minutes of meeting on 16 November 2017**  
 at The Academy Suite, Holmes Chapel Community Centre, CW4 8AA



**Part I – Public and Press present**

<b>1. Attendance</b>	Cllr S Ranger Cllr J Clowes Cllr M Street	Mrs S Davies - Clerk to the Council Mrs S McKay – Admin Assistant						
<b>2. Apologies</b>	<b>RESOLVED (SF17/18/46)</b> to receive apologies from Cllr B Bath (holiday), Cllr S Hamilton (work), Cllr M Ranger (representing PC at another meeting) Cllr R Parry (awaiting surgery) and Cllr D Savage (work)							
<b>3. Declarations of Interest</b>	None							
<b>4. Public Speaking</b>	None							
<b>5. Committee Minutes</b>	<b>RESOLVED (SF17/18/47)</b> to approve the minutes of the meeting held on 19 <sup>th</sup> October 2017 parts I and II							
<b>6. Matters Arising</b>	<b>Community Resilience:</b> The initial meeting of the re-formed working group is on 28 November 2017.							
<b>7. Planning Applications</b>	<p>The Committee considered the following planning applications listed below, and <b>RESOLVED (SF17/18/48)</b> to comment as follows:</p> <table border="1" data-bbox="459 1099 1490 1579"> <tr> <td data-bbox="459 1099 900 1238"><b>17/5392C</b> 9 Riverside Crescent CW4 7NR</td> <td data-bbox="900 1099 1490 1238">Side extension.  <b>NO OBJECTION</b></td> </tr> <tr> <td data-bbox="459 1238 900 1440"><b>17/5470C</b> 1 Bromley Drive CW4 7AX</td> <td data-bbox="900 1238 1490 1440">Demolition of garage, proposed extension and alterations and front porch. Proposed additional access  <b>NO OBJECTION</b></td> </tr> <tr> <td data-bbox="459 1440 900 1579"><b>17/5500C</b> 69 Elm Drive CW4 7QA</td> <td data-bbox="900 1440 1490 1579">Single storey rear extension  <b>NO OBJECTION</b></td> </tr> </table>		<b>17/5392C</b> 9 Riverside Crescent CW4 7NR	Side extension.  <b>NO OBJECTION</b>	<b>17/5470C</b> 1 Bromley Drive CW4 7AX	Demolition of garage, proposed extension and alterations and front porch. Proposed additional access  <b>NO OBJECTION</b>	<b>17/5500C</b> 69 Elm Drive CW4 7QA	Single storey rear extension  <b>NO OBJECTION</b>
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<b>8. ChALC</b>	The committee heard that Cllr Ranger is due to attend an initial meeting in early December. Feedback from a recent disappointing training course will be passed to the board.							
<b>9. Strategic Planning Task Group</b>	The committee noted that the meeting on 5 November 2017 was cancelled and that the next meeting will take place on 5 December 2017 at 2:00pm at the Community Centre.							
<b>10. Staff Appraisals</b>	The Committee noted that an appraisal has been carried out for Mrs S McKay. <b>RESOLVED (SF17/18/49)</b> to accept the report.							

<b>11. Parish Council Policies</b>	<p>The Committee reviewed the master index of potential projects and activities.</p> <p><b>RESOLVED (SF17/18/50)</b></p> <ol style="list-style-type: none"> <li>I. To make minor changes to the layout of the document to improve concision.</li> <li>II. To include projects from the circulated Capital Projects list (revised 26 October 2017), merging the two documents.</li> <li>III. To circulate the project index to upcoming committee meetings for budget discussion.</li> </ol>
<b>12. Budget Setting 2018/19</b>	<p>The Committee reviewed the 5 year plan and project list.</p> <p><b>RESOLVED (SF17/18/51)</b> to request the inclusion of a play area at HCCC, to be discussed at Amenities Committee on 30 November 2017.</p>
<b>13. Finance</b>	<p><b>RESOLVED (SF17/18/52)</b></p> <ol style="list-style-type: none"> <li>I. To note the bank reconciliation for 31 October 2017 is £136,741.</li> <li>II. To receive financial reports including the cash flow forecast to 31 October 2017, with the exception of the Cost Centre report. (Query raised as to HCCC car park budget figure)</li> <li>III. To approve a donation of £250.00 to Everybody Sport &amp; Leisure for sponsorship of junior awards.</li> </ol>
<b>14. Public Speaking</b>	None
<b>15. Future Agenda Items</b>	<ol style="list-style-type: none"> <li>1. Review of Standing Orders and Financial Regulations to separate the roles of RFO and Clerk.</li> <li>2. Data protection</li> <li>3. Update to the Quality Council Action Plan</li> <li>4. Consideration of youth council</li> <li>5. Update to the website</li> <li>6. Consideration of CEC Budget consultation</li> </ol>
<b>16. Chairman and Clerk's reports</b>	<p>The Chairman updated the committee with a report on the roof at the HCCC, which has been leaking again. Further to investigation by the roofing maintenance contractor on 15 November 2017, he has recommended that the council engage the services of a larger company with more manpower, to completely reroof the flat roof area, to prevent further ingress over the winter period. This should be attended to as a matter of urgency. A survey to assess costs will be arranged.</p>
<b>The meeting closed at 8.20 p.m.</b>	

These minutes will be submitted for approval at the next Strategy & Finance Committee meeting scheduled for 7 December 2017

Signed as Chairman of the Committee as a true and accurate record

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