



STRATEGY & FINANCE COMMITTEE

Minutes of meeting on 17 May 2018

At The Academy Suite, Holmes Chapel Community Centre, CW4 8AA



Part I – Public and Press present

1. Attendance	Cllr S Ranger Cllr B Bath Cllr J Clowes Cllr M Ranger Cllr M Street	Mrs S Davies - Clerk to the Council						
2. Apologies	RESOLVED (SF17/18/107) to accept apologies from Cllr S Hamilton (work), Cllr R Parry (recovering from surgery) and Cllr D Savage (recovering from surgery)							
3. Declarations of Interest	None							
4. Public Speaking	None							
5. Committee Minutes	RESOLVED (SF17/18/108) to approve the minutes of the meeting held on 12 April 2018 noting that S Hamilton had sent apologies for this meeting.							
6. Matters Arising	Girl Guides storage request. A meeting to further progress the request from Girl Guides requesting storage at the community centre has been arranged for Thursday 24 May at 1pm							
7. Planning Applications	The Committee considered the following planning applications listed below, and RESOLVED (SF17/18/109) to comment as follows: <table><tr><td>18/2059C 12 Cotton Field Road CW4 7PD</td><td>Conversion of existing garage into habitable room. NO OBJECTION</td></tr><tr><td>18/2150C 16 Station Road CW4 7AU</td><td>Single storey side extension/garage conversion and garden shed. NO OBJECTION</td></tr><tr><td>18/2250C 25 Macclesfield Road CW4 7NQ</td><td>Proposed single story extensions at the side and rear for a shower room, utility room and living accommodation. NO OBJECTION</td></tr></table>		18/2059C 12 Cotton Field Road CW4 7PD	Conversion of existing garage into habitable room. NO OBJECTION	18/2150C 16 Station Road CW4 7AU	Single storey side extension/garage conversion and garden shed. NO OBJECTION	18/2250C 25 Macclesfield Road CW4 7NQ	Proposed single story extensions at the side and rear for a shower room, utility room and living accommodation. NO OBJECTION
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8. Strategic Planning Task Group	The committee heard a verbal update on the meeting on 15 May 2018. RESOLVED (SF17/18/110) to <ol style="list-style-type: none">I. Accept the report.II. Delegate the progression of the boundary assessment to the Strategic Planning Task Group as the working party for this activity.III. Take the “Beyond 2030” document for public consultation and to consider a joint consultation with the boundary assessment.IV. Take the “Traffic and Transport” working party conclusions document to public consultation.V. Submit the Footpath survey document for approval at Full Council							

9. Youth Council	<p>Cllr Ranger introduced the draft report recommending the formation of a Youth Council in Holmes Chapel.</p> <p>The committee RESOLVED (SF17/18/111)</p> <ol style="list-style-type: none"> I. To meet with the governors of the Comprehensive School to gather feedback for the proposal. The Clerk and Cllrs S Ranger and M Ranger to attend. II. To propose to Full Council on the 28th June that the report and recommendations be approved in principle after consideration of the feedback from the meeting with the school governors.
10. Policies	<p>The updated documents were noted and the committee RESOLVED (SF17/18/112)</p> <ol style="list-style-type: none"> I. Financial Regulations – To recommend the revised draft regulations for approval at Full Council, subject to an amendment to Section 3.3, to include a 3 year revenue forecast. II. Governance Document – To note that revised component parts (standing orders and management plan) of the document will be reviewed and considered for approval at Full Council 24 May 2018. The full Governance document will be brought for approval to Full Council in June 2018 III. Communications and Media Policy – A further meeting of the working party has been arranged for 6 June 2018, with the Policy to be recommended for approval by Full Council in June 2018.
11. Project List	<p>The latest Project list was noted by the Committee.</p> <p>RESOLVED (SF17/18/113)</p> <ol style="list-style-type: none"> I. To accept the updated document II. To include in the agendas for Amenities and Village Infrastructure to ensure projects are progressed within committees. III. For the office to ensure the review of the project list is circulated to members and brought to Strategy and Finance quarterly.
12. General Data Protection	<p>The committee reviewed the report prepared by the Clerk.</p> <p>RESOLVED (SF17/18/114)</p> <ol style="list-style-type: none"> I. That the recommended actions be brought for approval at Full Council II. The priority of the actions was agreed and that the report be modified to reflect this.
13. Mental Health Services	<p>The committee noted the consultation on the redesign of Adult and Older People's Specialist Mental Health Services. Cllr M Ranger is attending the information event on 21 May 2018 on behalf of the Parish Council.</p> <p>RESOLVED (SF17/18/115) that subsequent to further information from this event, for Cllr M Ranger to liaise with the Clerk with the view of proposing a recommendation to Full Council on 24 May 2018.</p>
14. Community Centre	<ol style="list-style-type: none"> 1. Redesign of Car park and entrance –The committee heard that the Clerk and councillors are meeting with the contractor on site on 18 May 2018. 2. The Thermal Imaging survey has been commissioned by the Community Centre. <p>RESOLVED (SF17/18/116) to establish if planning permission is required for the rework of the entranceway to the site.</p>
15. Finance	<p>RESOLVED (SF17/18/117)</p> <ol style="list-style-type: none"> I. The committee noted the clean audit report from the internal auditor.

	<p>II. To accept the report on Reserves from the RFO, and to allocate the balance of £7,311 from 2017/18 to the capital fund, taking the capital fund at the end of 2017/18 to £44,292.</p> <p>III. To note that the bank reconciliation for 30 April is £161,496.</p> <p>IV. To note and receive the financial reports to 30 April 2018.</p> <p>The Clerk and RFO were congratulated on the clean audit, and the RFO thanked for the work in preparing the end of year accounts.</p>
16. Public Speaking	None
17. Review of Strategy & Finance Committee	Cllr Ranger gave a summary of the work of the committee over the year. It was felt that the decision to combine the Strategy and Finance committees had been successful. More priority to Finance items will be given next year in terms of agenda order, at certain times of year, namely budget setting and Year end.
18. Future Agenda Items	Update to the Quality Council Action Plan Update to the website
19. Chairman and Clerk's reports	<p>The Clerk reported</p> <ol style="list-style-type: none"> 1. On the latest meeting of the connected communities initiative on 19 April 2018. Various sub groups have been formed and any councillors interested to join the groups to inform the Clerk. The next meeting is on 7 June 2018. 2. An invitation has been received for the Sandbach Civic service on 17 June 2018. 3. An invitation has been received for the Alsager Civic service on 1 July 2018. 4. A meeting for parish representatives with PCCC David Keane is being held on 5 June 2018. 5. A chairmanship training session on 4 July 2018, Knutsford Town Council 6. A Cheshire and Warrington local transport strategy consultation event on 12 June 2018. <p>Please inform the clerk if any councillors wish to attend any of the above events.</p>
Part II	<p>RESOLVED (SF17/18/118) to move to Part II</p> <p>That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted</p>
1. Staffing Matters	The Council discussed staff matters
The meeting closed at 8.54p.m.	

These minutes will be submitted for approval at the next Strategy & Finance Committee meeting scheduled for 21 June 2018. Until then they are draft minutes.

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

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