

Frodsham Town Council

Minutes of a meeting of
The Finance Scrutiny Sub-committee
held on Tuesday 24 October 2017 at 7pm
In Castle Park House, Frodsham



Present: Cllrs C Ashton (Chair), J Critchley, F Pennington and M Poulton
Mrs H Catt (Town Clerk)

Meeting 3

No	Item
28	Apologies for Absence Apologies had been received and were accepted from Cllrs T Reynolds and A Oulton
29	Declarations of Interest None
30	Requests from the public to speak None
31	Minutes of Meeting 2 – 21 August 2017 The minutes were approved and signed as a true record by the Chair – proposed and seconded by Cllrs M Poulton and J Critchley.
32	Budget 2017-18
32.1	The 2 nd quarter receipts and payments figures and the expected outturn figures were noted. It was agreed that further work was needed on the analysis of the figures and that extra columns were needed to show the over and underspends and to provide an explanation of these. TC will present these to the next P&P meeting. It would also be useful to review previous years to see if there are any areas that regularly over or underspend. The committees will be asked to review their spend against budget for this year and start planning their programme of activity for next year and the budget they will need to achieve it. The inability to project the cashbook onto the screen hindered the discussion so TC will get quotations for purchasing an Overhead Projector.
32.2	Amendments to the budget based on the projected outturn - deferred to P&P.
33	Petty Cash It is no longer possible to cash a cheque at the Post Office, so we do not have a way of topping up the petty cash. It was agreed to stop using Petty Cash. TC confirmed that staff were willing to buy small items and claim the money back through the expenses scheme. R1: To agree that Staff will claim back any spending on small items and it will be paid by BACS at the same time as the salaries.
34	Clerk's Items None.
35	Date of next meeting 30 January 2018

Meeting closed at 7.30pm

R1: To agree that Staff will claim back any spending on small items through the expenses system and it will be paid by BACS at the same time as the salaries.

Members: Cllrs C Ashton, L Brown, J Critchley, R Holt, A Oulton, F Pennington, M Poulton & T Reynolds