



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ

Telephone 01925 268153 Email clerk@appletonpc.org.uk

Minutes of the meeting of the Finance and General Purposes Committee on Thursday 6th April 2023 at 9.45am

Present: - Councillor M Jervis, Councillor G Chapman, Councillor L Chapman, (nominated by Councillor K Critchley) Councillor M Delaney and Councillor P Lewenz.

Assistant Clerk, Mrs I Derbyshire.

1. Welcome and apologies for absence

Councillor M Jervis welcomed everyone to the meeting and chaired the meeting. Councillor M Marshall, Councillor K Critchley, Councillor C Critchley and Councillor B Kidley sent their apologies for the meeting.

2. Members Code of Conduct

No declarations of interest were made.

3. Matters Arising

The assistant clerk confirmed that both the contract and service level agreement are now in place for the planters at Bridge Lane with Northwich Town Council and they will be planted in May.

Both the gas and electricity contracts have now been moved to British Gas and payments will be taken for direct debit when transferred.

The trade waste contract with Warrington Borough Council has been completed and the contract will commence from 1st May 2023. The current contract with Veolia will terminate on the same day.

The hosting for the website has now transferred to the new provider and it has been updated.

The energy audit for the Parish Hall was undertaken on Thursday 9th April and a copy of the draft report has been circulated all the Parish Councillors for their attention. A follow-up teams virtual meeting has been arranged for Wednesday 12th April and all Parish Councillors can attend and ask questions about the report before it is finalised.

This will then be on the Finance and General Purposes Committee agenda for May to discuss the final recommendations.

The clerk submitted a grant form to Energy for Tomorrow for replacement van and for the installation of charging points. However, they have now consulted with their legal team regarding the application and have now stated that they cannot provide any funding to Parish Councils. As such the application has been refused.

The clerk has ordered two new replacement windows for the boiler room and store cupboard. KDE electrical have been booked to undertake the routine fire testing for the Parish Hall on 13th April 2023.

4. Replacement of old strip lighting to new LED lights in office and kitchen at the Parish Hall

RESOLVED that;

The expenditure of £177.36 plus VAT was approved for the replacement of the old strip lighting to new LED lights in the office and kitchen at the Parish Hall.

5. External lights at the Parish Hall

RESOLVED that;

The expenditure of £386.64 plus VAT was approved for the external lights in the Parish Hall car park, providing it is comparable lighting to that which is already there.

6. Microphone licence for Parish Hall

To defer payment until the Finance and General Purposes Meeting on 4th May 2023. This is to clarify further information requested by the committee which the Assistant Clerk did not have available.

7. Grant Procedure, budget and allocation of funding

Recommended that;

Any organisation can apply for a grant whenever they want via the grant application form. Once all the supporting documentation has been supplied all grants received will be considered four times a year in June (closing date 15th May), September, (closing date 15th August), December (closing date 15th November) and March (closing date 15th February) unless there are exceptional circumstances. To determine what is an exceptional circumstance, any grant applications received will be advised to the Finance and General Purposes Committee on a monthly basis. If considered an exceptional circumstance, a decision will be made the following month.

The maximum funding allocated at each quarterly meeting will be one quarter of the total annual budget for grants.

All grant applications received (with the supporting documentation) will be considered by the Finance and General Purposes Committee for them to make a recommendation at the following Parish Council meeting.

8. St Mary Magdalene's car park project grant application for an additional £2,000 contribution for the project

Recommended that;

That the Parish Council declines any more funding towards the shortfall in the car park project for St Mary Magdalene's church.

9. Appleton Thorn Village Hall grant application for £10,500 towards the septic tank and toilet refurbishment project

Recommends that;

In view of the substantial funds requested, the Finance and General purpose Committee defers the decision on the grant application until it has had an opportunity to meet personally with the Trustees and to discuss the request in more detail. The Trustees to be invited to a monthly meeting soon.