

SHAW & CROMPTON TOWN COUNCIL
RESOURCES, POLICY & PROMOTIONS COMMITTEE

Draft Minutes of the meeting held on the 18 June 2024
in the Matthias Pilling Room, Parish Council Offices,
1 Kershaw Street East, Shaw

Present: Councillors Dunne, Marc Hince (Chair), Sarah Hince, Lee Navesey (Vice Chair) and Lisa Navesey. The Chief Officer and Administration Officer.

Non Committee member Councillor Penketh.

Councillor Marc Hince in the chair

The meeting started at 7:00pm

- 1 Apologies:** Councillors Baker and Reilly.
- 2 Declarations of Interest:** None
- 3 Minutes of the previous meeting:** The draft minutes of the meeting held on the 14 May 2024 were approved as a correct record and signed by the Committee Chair.
- 4 Public Participation:** None.
- 5 Virements and Budget Allocation**
Committee considered and approved the following proposals to vire resources from Reserves:
 - (i) Christmas Events: the sum of £15,000
 - (ii) Transition: £30,000 – branding, flags, website, Mayor’s chains, plaques, badges and other materials – delegated authority given to the Council Leader and Chief Officer
- 6 Annual Governance and Accountability Review (AGAR) 2023/24**
Committee approved the following:-
 - (i) Annual governance statement 2023/24 and
 - (ii) Annual accounting statement 2023/24
- 7 Accounting Software and Accounting basis**
It was agreed by the Committee that the current Council’s accountancy software system was not fit for purpose and agreed the following:
 - a) the adoption of Scribe Accounts software system
 - b) the ongoing monthly charge of £49 and a one off payment of £449 to be paid out of Reserves

c) the adoption of a Receipts and Payments accounting basis.

8 Governance Arrangements

Committee agreed that the Chief Officer and Council Leader meet to review the Standing Orders and Financial Regulations and report back to the Committee.

9 Promotional Activity

The Chair advised that he was to speak with Ben Forrester (Experience Designer) with regards to scoping out future electronic versions of newsletters and other printed materials.

10 Dates and times of future meetings

Tuesday 7:00pm - 23 July, 17 September, 19 November 2024, 21 January, 18 February and 18 March 2025.

The Chair thanked everyone for their attendance and contributions and closed the meeting at 7:45pm

Meeting Duration: 45 Minutes