**PRESCOT TOWN COUNCIL**

A meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** for the **TOWN OF PRESCOT** was held on **FRIDAY, 13TH JUNE, 2014** in the **PRESCOT TOWN HALL, 1 WARRINGTON ROAD, PRESCOT** commencing at **2.00 P.M.**

**PRESENT**

Councillors D. Allen, D. Friar, J. Molloy, L. O’Keeffe, D. Rigby and I. Smith.

**ALSO IN ATTENDANCE**

D. Wilson (Town Clerk)

J. Rigby (Assistant to the Town Clerk)

**1. TO RECEIVE NOMINATIONS FOR CHAIR AND VICE-CHAIR OF THE COMMITTEE**

It was proposed by Councillor D. Rigby and seconded by Councillor D. Allen that 2014/15.

It was proposed by Councillor D. Friar and seconded by Councillor D. Allen that D. Rigby be elected as Vice-Chairman of the Committee for the municipal year 2014/15.

**2. TO RECEIVE APOLOGIES**

An apology for absence was received from Councillor M. Lloyd.

**3. DECLARATIONS OF INTEREST**

There were no Declarations of Interest received.

**4. MINUTES OF LAST MEETING**

It was **UNANIMOUSLY RESOLVED** that the minutes of the last Finance and General Purposes Committee held on Thursday, 15th May, be received as a correct record and signed by the Chair.

At this point Councillor D. Rigby requested that Standing Orders be suspended and that Planning Applications be included on the Agenda and discussed at the end of the meeting.

**5. CONCESSION OF HIRE OF FACILITIES**

The Town Clerk had submitted a report regarding a member of the public wishing to hire the Conference Room and Council Chamber simultaneously for the provision of Maths and English tuition.

A discussion then ensued on the provision of a concession in order to capture the booking.

It was **UNANIMOUSLY RESOLVED** that the Town Clerk speak to the hirer involved and suggest the use of the downstairs room at a cost of £15.00 per hour.

**6. INTERNAL AUDIT REPORT**

It was **UNANIMOUSLY RESOLVED** to accept all of the recommendations within the Internal Audit report and for the Town Clerk to ensure they are put into practice.

**7. OPERATION AND DESIGN DETAILS**

Members **AGREED** a design for the front window text, access levels to the Town Hall for members and that an update of the Town Councils website be carried out.

**8. MONTHLY BUDGET MONITORING STATEMENT**

The Town Clerk submitted the budget monitoring statement upto the 30th May 2014.

It was **UNANIMOUSLY RESOLVED** that the expenditure to date be **APPROVED** and the information in relation to the budget monitoring statement and annual forecast be **NOTED.**

**9. ORDERS AND PAYMENT AUTHORISATION**

The Town Clerk submitted alist of Purchase Orders and Payments for **APPROVAL** by the Committee.

It was **UNANIMOUSLY RESOLVED** to approve both lists.

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed:…………………………..

Cllr J. Molloy - Chair