



HANDFORTH TOWN COUNCIL

Here for the whole community

Town Clerk: Ashley Comiskey Dawson

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Meeting of Handforth Town Council

To: Cllrs Beryl Chapman, Gianna Edwards-Beech, Wendy Fogarty, Luke Harrison, Peter Moore, Susan Moore (Chair of HTC), Tim Royle, Chris Samson, Cynthia Samson, Roger Small & John Smith

Town Councillors are summoned to attend the Meeting of Handforth Town Council (HTC) on Tuesday 10th December 2024 at 7:30pm at The Youth Centre, Old Road, Handforth.

An audio recording of the meeting will be taken and provided upon request to the Town Clerk.

Agenda

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| 24/25/1 | To receive apologies for absence. |
| 24/25/2 | To note Declarations of interest and requests for dispensation to discuss or discuss and vote on a matter in which a member or co-opted Member has a Disclosable Pecuniary or non-pecuniary interest (DPI). |
| 24/25/3 | Open Forum- Comment and questions concerning items on this agenda may be put to the Council by the public during this period. Matters which, in the Chair's view require debate and/or a discussion will be referred to the next Committee/Council meeting, as appropriate. Items not pertaining to the agenda may also be taken at this time at the Chair's discretion. The Public Forum is restricted to 15 minutes and strictly 3 minutes per person unless the Chair allows otherwise. |
| 24/25/4 | To approve and sign the minutes of the Handforth Town Council meeting of 12 th November 2024. |
| 24/25/5 | To approve and sign the order of payments for December 2024. |
| 24/25/6 | To receive a report from the PCSO. |
| 24/25/7 | To receive a report from the Chair of the town Council. |
| 24/25/8 | MOTION: To insert additional text into the HTC/NALC Model Financial Regulations 2024 as per the internal auditor's interim report 24/25. |

4.2. No expenditure may be authorised that will exceed the amount provided in the revenue budget for that class of expenditure other than by resolution of the council, or duly delegated committee.

4.8. The RFO shall regularly provide the council with a statement of receipts and payments to date under each head of the budgets, comparing actual expenditure to the appropriate date against that planned as shown in the budget. These statements are to be prepared at least at the end of each financial quarter and shall show explanations of material variances. For this purpose, "material" shall be in excess of [£100] or [15%] of the budget.

4.10. The agreed budget provides a basis for monitoring progress during the year by comparing actual spending and income against what was planned.

24/25/9 MOTION: The council should conduct an annual review of the effectiveness of the system of internal controls and document this review in the minutes as per the internal auditor's interim report 24/25. This to take place under the HTC finance committee each April.

24/23/10 To receive notices and correspondence.

24/23/11 To agree the date of the next HTC Full Council meeting to be held on 14th January 2025.

Close of meeting.

Cllr Susan Moore
Chair of Handforth Town Council
03rd December 2024

Handforth Town Council

Order of payment of accounts December 2024

Payee	Purport	Cheque/bacs	Amount
Bank Place Farm	Transport and Installation of Xmas Tree 2024	bacs	500.00
HMRC	Tax and NI December	bacs	799.43
Emerson Management Services	Garage Rent (3 Months)	DD	312.00
Eurooffice	Stationery	bacs	94.28
Macclesfield FC Comm Sport Trust	Youth Football Delivery Sessions Nov / Dec 24	bacs	280.00
Hope Central	HTC Donation - December	bacs	90.00
Turtle Defib Cabinets	2 x First Aid Anti Bleed Kits and Cabinets	bacs	1428.00
London Hearts	1 x New Defib and cabinet	bacs	900.00
Ivy Cottage Tree Farm	2 x Small Xmas Trees	bacs	87.30
S Seatree	Donkey Hire Xmas Market 2024	bacs	100.00
SM ENTERTAINMENT	Performance Xmas Switch On 1/2	bacs	200.00
The Blondies	Performance Xmas Switch On 2/2	bacs	150.00
Mr A Comiskey Dawson	Petty Cash	bacs	298.61
Mr A Comiskey Dawson	Clerk's salary December	bacs	2,098.76
Mr Paul Redwood (Home Assist)	Grounds Maintainance November	bacs	1,878.64
Cheshire Pension Fund	Pension payment December	bacs	814.38
XLN Telecoms	Telephone & Broadband (1 month)	DD	119.65
			£ 10,151.05

Approved at the meeting of Handforth Town Council dated 10th December 2024

* Provisional amount, invoice not yet received

Chair of HTC.....

Member.....