



Meeting (No) **Finance & Administration Committee (1)**
Time & Date **6pm Tuesday 3rd June 2025**
Place **Neston Town Hall**
Document **Minutes**

Present: Cllrs Braithwaite, Davies, Hudspeth, Jones, Kynaston and D. Ruscoe.

In attendance: Z. Dean (Locum Chief Officer)

PART 1: Items considered in the presence of the press and public	
1	Election of Chair
	Following a proposal for Cllr C. Braithwaite, seconded by Cllr Jones, It was RESOLVED: To elect Cllr Braitwaite as Chair of the F&A Committee for the ensuing year.
2	Election of Vice Chair
	The Chair requested nominations for Deputy. Following a proposal, It was RESOLVED: To defer the election of Vice Chair until the next meeting.
3	Apologies for Absence
	Cllr P. Doughty was absent.
4	Public Participation
	No members of the public were present.
5	Declarations of Interest
	None received.
6	Minutes of the Last Meeting
	A question was asked regarding the query over CIL from the last meeting. The Chief Officer confirmed that a response had been sent to all committee members via email; noting that the council's recently received CIL funding had originated from Ashfield Hall Farm. A further amount of £1,250 is due to the Town Council in October 2025. RESOLVED: To accept the minutes from the meeting held on 15/04/2025 as an accurate record of that meeting. The Chair duly signed the minutes.
7	Committee Budgets 2025/26
	It was queried that the recently assigned Deputy Mayor's allowance at AMC was not showing on the accounts. The Chief Officer noted that the feedback received from the RFO had requested that committee allocates a heading from where the money is to be taken. It was RESOLVED: To draw £500 down from 'Contingency Fund' (4099), and for any unspent funds from this newly created heading to be returned to the Contingency Fund budget line at the end of the financial year. The Chief Officer noted that the -£1,365 under code 4050 is a credit for external audit fees, the 2024/25 bill for which is due in September 2025. The -£450 credit under code 4051 is the internal audit fee for 2024/25. It was also noted that the IT Maintenance (4055) bill for month one includes the purchase of the new server, £1,387 of which originates from the EMR.

Chair's initial:

Date:

	<p>A query was received regarding the CIL EMR. Committee noted that £4,532.33 remains unspent, disregarding the Council's previously committed £5,000 which has been queried with CWaC.</p> <p>It was RESOLVED: To receive the committee budget statement and EMRs.</p>
8	Date of the Next Meeting
	The date of the next scheduled meeting is 30/09/2025.

The meeting closed at 6.11pm.

Signed _____ Date _____