

MINUTES of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL held at Stanley Civic Hall, Front Street, Stanley on Tuesday 6th December 2016 at 6.30pm

PRESENT: Cllr D Walker* Cllr D Mills Cllr D Marshall Cllr B Nair
 Cllr J Nicholson Cllr W Nixon

*Chairman

OFFICERS: Alan Shaw (Town Clerk)
 Nicola James (PA to the Town Clerk)

OTHER IN ATTENDANCE: Cllr D Tully & 1 member of the public (James Kane)

223 **APOLOGIES**

Apologies received from Cllrs C Bell & R Ferris were accepted by the Committee.

224 **DECLARATIONS OF INTEREST**

None.

225 **PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK**

The Clerk noted that no one was recording this meeting.

226 **PUBLIC PARTICIPATION**

James Kane stated that the Play in the Park events were very well received by himself, his family and the public. He requested that the Council did not reduce the budget for these events and that the budget be increased.

The Town Clerk noted that the Play in the Park budget for this year was £4,000 and the Fun Days budget was £15,000, however the Play in the Park events turned out to be bigger than expected so some of the Fun Days budget was used for the Play in the Park events. Next year, the Play in the Park days are planned for around 8 days, they will be more focused and higher quality. The allocated budget of £15,000 should be enough to expand on this years events.

227 **CONFIRMATION OF MINUTES**

It was proposed by Cllr B Nixon, seconded by Cllr D Mills and **RESOLVED** that the Committee approve the minutes of the Finance Committee meeting held on 1st November 2016.

228 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Members queried what 'various' meant in the Schedule of Payments. The Town Clerk will clarify and ask for better descriptive text for information in future.

It was **RESOLVED** that the Committee **APPROVE** the payment of accounts for November 2016 and **NOTE** the Bank Reconciliation.

229 VAT ON TICKET SALES & HALL HIRE

Members **NOTED** the report from the Finance Officer in relation to issues with the calculation and apportionment of VAT in the Civic Hall.

Committee **RECOMMENDS** that the current fees should now be advertised as exclusive of VAT where this is applicable and that the booking form should be amended to permit community groups to declare that their profits will be put back into the community group and are therefore tax exempt.

230 CONFIRMATION OF GRANT AND TAX BASE

Members **NOTED** that the final tax base is 7508.2 and that the amount of LCTRS grant is £112,039.

231 COMPLIANCE WITH PENSIONS REGULATOR

Members **NOTED** that the Town Council have declared that all permanently employed staff are enrolled into a pension scheme in accordance with the requirements of the Pensions Act 2008.

232 DRAFT BUDGET

The Town Clerk advised Committee that Council had instructed the Committee to consider options for the creation of a Full Council Grant budget of £50,000 and that income targets be included to offset expenditure from the pantomime, summer stage school and theatre company proposals.

The Town Clerk noted that the current draft budget was projecting an overspend of £12,870. The Council must submit a balanced budget.

The Personnel Committee met 05/12/16 and **RECOMMENDED** that the overall budget for staffing should be reduced to £341,133. This would enable Council to put forward a balanced budget.

The Committee **RECOMMENDS** that Council reduces the Moria Con budget to £5,000, the Christmas Decorations budget be reduced to the actual figure which

should be around £18,000 and that any projected surplus after these adjustments have been made should be added to the Full Council Grant budget.

The Committee **RECOMMENDS** that there is no increase to the Parish Precept in this financial year.

The Committee also **RECOMMENDS** that the Chairmans Expenses budget be renamed as 'Chairmans Fund.'

233 **EXCLUSION OF PRESS AND PUBLIC**

*Members recording the proceedings stopped at this point.

Committee **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

Justification for excluding the public and press from consideration of the following item: To protect the privacy of Staff.

234 **STAFFING REPORT**

The Committee considered the report and **RECOMMENDED** that the overall budget allocated for staffing in 2017/18 should be £341,133.

235 **DATE, TIME AND VENUE OF NEXT MEETING**

May 2016, TBC.