

**MINUTES of the FINANCE AND GOVERNANCE COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held at Annfield Plain Community Centre, Stanley on Wednesday 15th November 2017 at 6.00pm

**PRESENT:** Cllr J Stephenson\* Cllr M Davinson Cllr D Marshall  
Cllr J Pallas Cllr J Kane Cllr H Clark  
Cllr J Nicholson Cllr D Carmichael Cllr B Nair  
Cllr A Clegg

\*Chairman

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

**IN ATTENDANCE:** Cllr L Timbey, 3 members of the public.

167 **APOLOGIES**

Apologies received from Cllrs L Christie and D Tully were accepted by the Committee.

168 **DECLARATIONS OF INTEREST**

None

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

The Town Clerk reminded everyone to turn their phones off or switch them to silent. The meeting was being recorded by the Council and Ken Rollings.

170 **PUBLIC PARTICIPATION**

No written questions were received in writing. No questions from the floor.

171 **CONFIRMATION OF MINUTES**

It was proposed by Cllr B Nair, seconded by Cllr J Kane and **RESOLVED** that the minutes of the Finance and Governance Committee meeting held on 11th October be approved and signed by the Chairman as a correct record.

172 **ACCOUNTS FOR PAYMENT AND BANK RECONCILIATION**

Committee **RESOLVED** to defer the approval of the payment of accounts for October 2017 to Full Council as the papers had not been received in enough time for a proper examination by members.

Committee **NOTED** the bank reconciliation for October 2017.

**173 CODE OF CONDUCT**

It was proposed by Cllr M Davinson, seconded by Cllr B Nair and **RECOMMENDED** that the Council adopt the new CDALC Code of Conduct.

It was suggested that all Members should sign to show they are aware of the new Code of Conduct.

**174 BUDGET MONITORING REPORT**

This item was deferred.

**175 MEDIUM TERM PLAN TIMELINE**

The Committee looked at the MTP and the recommendations from the Projects & Initiatives Committee.

The Committee **AGREED** to the Projects and Initiatives recommendations and for the budget to re-worked accordingly to be presented to Full Council for consideration.

**176 BUDGET SETTING - SECOND DRAFT BUDGET**

This item was deferred as the budgets require further work following the proposed changes to the MTOP timeline.

**177 BACS PAYMENTS AND E-BANKING**

Committee **RECOMMEND** to Full Council that:

- (i) Settlement of accounts by BACS be authorised;
- (ii) A second current account for electronic payments be authorised to reduce the Council's bank charges; and
- (iii) BACS Payments are reported to the Committee on a monthly basis (as at present) but a Schedule of BACS payments is presented to authorised signatories on a weekly basis with the cheques for signature for checking and signature.
- (iv) Linked policies should be amended to reflect the change to BACS payments.

**178 DYING TO WORK**

It was proposed by Cllr M Davinson, seconded by Cllr J Kane and **RESOLVED** that Committee recommend that Full Council adopt the Dying to Work policy.

179

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

13th December 2017, 6:00pm, Stanley Civic Hall.