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**MINUTES of the FINANCE AND GOVERNANCE COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held at Stanley Civic Hall on Wednesday 10th January 2018 at 6.00pm

**PRESENT:** Cllr J Stephenson\*      Cllr M Davinson      Cllr D Marshall      Cllr J Kane  
Cllr H Clark      Cllr J Nicholson      Cllr D Tully      Cllr A Clegg

\*Chairman

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

**IN ATTENDANCE:** Cllr J Tully, Cllr C Marshall and 1 member of the public

230      **APOLOGIES**

Apologies received from Cllrs D Carmichael, J Pallas and B Nair were accepted by the Committee.

231      **DECLARATIONS OF INTEREST**

None

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

The Chairman asked if any members would like to help in the review of the Town Council's policies.

The Town Clerk reminded everyone to turn their phones off or switch them to silent and that the meeting was being recorded. He also reminded members that their MIF budgets had to be allocated by 28th February.

233      **PUBLIC PARTICIPATION**

No written questions were received in writing.

Mr Billy Nixon wished the Committee success in 2018.

234      **CONFIRMATION OF MINUTES**

This item was deferred.

235      **ACCOUNTS FOR PAYMENT AND BANK RECONCILIATION**

The Town Clerk advised the Committee that these will be presented to Full Council on 23rd January.

**236 RECOMMENDATIONS OF PROJECTS & INITIATIVES COMMITTEE**

**Stars Youth and Community** - The Committee agreed with the **RECOMMENDATION** of the Projects & Initiatives Committee that payments of the grant be staged, at the Town Clerk's discretion. The Committee also agreed that the Stars rework their proposal to include carrying out an audit of what youth provision is needed in Stanley. Stars will also be asked what work they are carrying out in relation to mental health, and this will be fed back to Members.

**237 EXCLUSION OF PRESS AND PUBLIC \***

\*Recording of proceedings was stopped at this point.

Council **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: The Committee will be considering a wide range of options to produce a final budget for 2018/19. The discussion will encompass services, staffing and matters which are currently commercially sensitive relating to users and events at the Civic Hall. The Committee will publish detailed minutes and the options report at a later date when they are no longer sensitive.*

**238 BUDGET SETTING**

Committee **RECOMMENDS** that the draft budget presented be accepted, subject to the following changes:

- (i) A further 0.95% increase should be applied to the budget to make provision for costs which will be incurred to achieve compliance with the new General Data Protection Regulations which will come into force in 2018.

**239 COUNCIL STAFFING STRUCTURE**

Committee **RECOMMENDS** that the:

- (i) Proposed staffing structure will build the additional capacity in the Town Council team that will be required to deliver the Medium Term Plan;
- (ii) Estimates for staffing costs are reasonable but new Job Descriptions require proper evaluation;
- (iii) Structure be accepted by Council.

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

Wednesday 14th February 2018, 6:00pm, Stanley Civic Hall.