
MINUTES of the FINANCE AND GOVERNANCE COMMITTEE MEETING OF STANLEY TOWN COUNCIL held at Stanley Civic Hall on Wednesday 14th March 2018 at 6.00pm

PRESENT: Cllr M Davinson* Cllr D Marshall Cllr J Pallas Cllr H Clark
Cllr J Nicholson Cllr D Tully Cllr B Nair

*Chairman

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

IN ATTENDANCE: Cllr C Marshall

ABSENT: Cllrs L Christie & J Kane

279 **APOLOGIES**

Apologies received from Cllrs J Stephenson, D Carmichael & A Clegg were accepted by the Committee.

280 **DECLARATIONS OF INTEREST**

Cllr J Nicholson declared that she has supported the North East Horticultural Show for a number of years however she is not affiliated with the group.

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

The Town Clerk advised that Committee that due to other commitments, Cllr L Timbey will move to the Projects & Initiatives Committee and Cllr J Kane will join the Finance & Governance Committee.

282 **PUBLIC PARTICIPATION**

No questions were received.

283 **CONFIRMATION OF MINUTES**

- (i) It was proposed by Cllr D Marshall, seconded by Cllr J Pallas and **RESOLVED** that the minutes of the Finance and Governance Committee meeting held on 13th December 2017 be approved and signed by the Chairman as a correct record.
- (ii) It was proposed by Cllr D Marshall, seconded by Cllr J Nicholson and **RESOLVED** that the minutes of the Finance and Governance Committee

meeting held on 10th January 2018 be approved and signed by the Chairman as a correct record.

284 **ADVICE SPECIFICATION**

The Town Clerk advised that the draft specification for the Stanley Advice Service was an indication of what the Town Council want the service to look like but that a more detailed contract would go along side this document.

Members requested the following be added into the specification:

- (i) A break clause if the service is not satisfactory
- (ii) Performance criteria
- (iii) Regular reports to committee to ensure we are getting value for money
- (iv) Allow flexibility in the service to respond to local needs
- (v) A working relationship to be established with other providers the Town Council works with i.e. PACT House, Just for Women

It was proposed by Cllr D Marshall, seconded by Cllr J Pallas and **RESOLVED** that the specification be accepted subject to the changes discussed.

285 **DRAFT SLA FOR WARDEN SERVICE**

The Town Clerk advised that he is still working on the SLA for the Warden Service. Once complete it will be circulated to Members for comment.

286 **GRANTS**

It was proposed by Cllr D Marshall, seconded by Cllr J Pallas and **RESOLVED** that the applications be reviewed by the Working Group and a recommendation be brought to Full Council on 27th March.

287 **MEMBER'S INITIATIVE FUND**

Members **NOTED** the updated list of MIF payments. A list of all payments will be provided to Full Council on 27th March.

288 **COMMITTEE ACTIONS UPDATE**

Members **NOTED** the actions update. The Town Clerk advised that investments will be looked at after year end.

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

11th April 2018, 6:00pm, Stanley Civic Hall.