



Stanley Town Council

NOTICE OF MEETING

I hereby give notice that a meeting of the Finance and General Purposes Committee of Stanley Town Council will be held on Tuesday, the 9th October 2018 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

TO ALL MEMBERS of STANLEY TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE

M Davinson*	A Clegg	C Bell	G Binney	B Nair	L Christie
J Clark	H Clark	C Hampson	J Kane	C Marshall	D Marshall
J McMahon§	J Nicholson	J Pallas	J Stephenson	L Timbey	D Tully
G Wilkinson	J Tully				

You are hereby summoned to attend a meeting of the **Finance and General Purposes Committee of Stanley Town Council** to be held in **Stanley Civic Hall, Front Street, Stanley**, on **Tuesday the 9th October 2018 at 18.30** in order to transact the following business:

Yours sincerely,

Alan Shaw
Town Clerk
3rd October 2018

Please turn off all mobile phones or set to silent mode
Please refer to the Policy for recording proceedings

*Chairman §Vice - Chairman

A G E N D A

1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** announcements from the Chair or Town Clerk.

4 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

5 CONFIRMATION OF MINUTES (ATTACHMENT A)

To **APPROVE** as a correct record and sign the minutes of the Finance and General Purposes Committee meeting held on 12th September 2018.

6 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Statutory Basis:Accounts & Audit (England) Regulations 2011

September 2018

Schedule of Payments	(ATTACHMENT B)
Schedule of Receipts	(ATTACHMENT C)
Bank Reconciliation	(ATTACHMENT D)
Bank Balances	(ATTACHMENT E)
Trial Balance	(ATTACHMENT F)
BACS Payments	(ATTACHMENT G)
Year to Date Expenditure Budget Report	(ATTACHMENT H)

Committee is requested to **CONSIDER** the attached information and

- (i) **APPROVE** the payment of accounts for September 2018; and
- (ii) **NOTE** the Bank Reconciliation for September 2018.

7 MEMBER'S INITIATIVE & GRANT FUNDING

(ATTACHMENT I) MIF & Grants Policy

(ATTACHMENT J) MIF Expenditure 2018/19 (year to date)

The Chairman of Committee has requested that Committee **REVIEWS** the policy and budget allocations for Grant Funding and Member's Initiative Funding with a view to putting forward **RECOMMENDATIONS** to Full Council for next year's budget setting exercise.

Budget allocations and expenditure in recent years are provided below for information:

Financial Year	MIF Budget	MIF Expenditure	Full Council Grant Budget	FC Grant Expenditure
2015/16	£70,000	£61,474	£102,480	£61,975
2016/17	£70,000	£78,835	£11,872	£67,376
2017/18	£70,000	£68,753	£55,153	£42,046
2018/19	£70,000	£70,000	£0	£15,473

Notes:

- (i) The apparent 'overspend' on MIF for 16/17 relates to projects committed in 15/16 but not paid until 16/17. The apparent 'underspend' in 15/16 correlates with this.
- (ii) The MIF expenditure for 18/19 is estimated.
- (iii) The grant expenditure reported in 18/19 relates to grants awarded in 17/18 to be met from reserves.

Committee is requested to **CONSIDER** this matter and **DECIDE** what to do.

8 STARS YOUTH & COMMUNITY DELIVERY PLAN (ATTACHMENT K)

Council requested that Stars Y&C provide a detailed activity plan when the decision was made to renew funding for the current financial year.

The activity plan was provided in April 2018 but was omitted from previous agendas. Committee is requested to **REVIEW** the activity plan and provide any feedback or comments it would like to pass on to the provider.

Committee is requested to **CONSIDER** this matter and **DECIDE** what to do.

9 COMMITTEE ACTIONS UPDATE (ATTACHMENT L)

Details of Committee decisions taken since the AGM held on 16th May 2017 are attached with a record of those completed and outstanding.

Council is requested to **CONSIDER** the report, **REVIEW** the decisions and **DECIDE** if any further action is required at this time.

Members may also request verbal updates in respect of any of other matters.

10 SCHEDULE OF MEETINGS (ATTACHMENT M)

The schedule of meetings was recently amended to put an extra week between Committee and Full Council. During this process, the night on which Committee is held was changed from Wednesday to Tuesday evening.

The Chairman of the Committee has tabled a motion for consideration, namely that the Finance & General Purposes Committee meetings are reverted to Wednesday evenings as per the original proposal, in accordance with the attached Schedule.

Committee is requested to **CONSIDER** this matter and **DECIDE** what to do.

11 EXCLUSION OF PRESS AND PUBLIC *

To **RESOLVE** 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:

Staff Confidentiality

** Any recording of the proceedings must stop at this point.*

12 RECRUITMENT EXERCISE (ATTACHMENT N)

Committee is requested to agree the details of the process to be followed for the recruitment of the Deputy Town Clerk position. The selection of staff is a matter which has been delegated to the Committee under the terms of the Council's constitution.

The Town Clerk has drafted a suggested selection process for discussion by members which is attached.

Committee is requested to **CONSIDER** this matter and **DECIDE** what to do.

13 DATE, TIME AND VENUE OF NEXT MEETING

TBC.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.