

**MINUTES of the FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held at Stanley Civic Hall on Wednesday 13th February 2019 at 6.30pm

**PRESENT:** Cllr M Davinson\*      Cllr A Clegg      Cllr C Bell      Cllr G Binney  
Cllr H Clark      Cllr C Hampson      Cllr J Kane      Cllr C Marshall  
Cllr D Marshall      Cllr J Nicholson      Cllr J Pallas      Cllr D Tully  
Cllr J Tully      Cllr G Wilkinson

\*Chairman

**OFFICERS:** Alan Shaw (Town Clerk)  
Nicola James (Senior Administration Officer)  
Alan Tubman (Deputy Town Clerk)

**OTHERS IN ATTENDANCE:** Ken Rollings & Nancy Ullathorne

**ABSENT:** Cllrs L Christie, J Clark & J Stephenson

217      **APOLOGIES FOR ABSENCE**

Apologies from Cllrs B Nair, J McMahon & L Timbey were accepted by Committee.

218      **DECLARATIONS OF INTEREST**

Cllrs D Tully, J Nicholson, J Tully, M Davinson, C Hampson & C Bell declared interests as Banner Group Members.

219      **PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR**

The Chairman welcomed the Deputy Town Clerk, Alan Tubman to his first meeting since starting at the Council. The DTC provided a brief background to Members and thanked the staff for making him feel welcome and settled.

The Town Clerk reminded Members to turn their mobile phones off or switch them to silent. The meeting was being recorded by the Council and Mr Rollings. He also noted that Members had reported receiving spam emails. He advised to delete any emails that looked suspicious.

220      **PUBLIC PARTICIPATION**

Nancy Ullathorne questioned the role of the Stanley Town Council Neighbourhood Wardens. She said that she had asked one of them to investigate dog fouling in yards in New Kyo and she was told that they were too busy carrying out work in Schools. The Town Clerk advised he would follow up this with the Operations Manager but

that any reports relating to environmental issues should be reported to Durham County Council's core wardens service in the first instance.

## 221 CONFIRMATION OF MINUTES

It was proposed by Cllr J Kane, seconded by Cllr D Marshall and **RESOLVED** that Committee **APPROVE** the minutes of the Finance and General Purposes meeting held on 12th December 2018. The Chair signed them as a correct record.

## 222 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Cllr G Binney requested that information be provided in a simpler format with an additional report highlighting variances.

It was proposed by Cllr C Marshall, seconded by Cllr A Clegg and **RESOLVED** that the Town Clerk meet with the Chairman, Cllr M Davinson, and devise a system of providing financial information in a simpler format before the next Finance and General Purposes meeting on 13th March 2019. The Town Clerk should look at other larger Town Councils and see how they present their information.

It was proposed by Cllr G Binney, seconded by Cllr J Kane and **RESOLVED** that the Committee **APPROVE** the payment of accounts and **NOTE** the Bank Reconciliation for December 2018.

## 223 BUDGET MONITORING

Members **NOTED** the Year to Date Expenditure Budget Report and the Budget Monitoring Report.

## 224 STRATEGIC GRANTS POLICY

Cllr C Marshall thanked the Town Clerk for pulling the Strategic Grants Policy together. It allows £35,000 to be provided to grassroots organisations across the Stanley area. It was **RECOMMENDED** that the policy be adopted by Council.

## 225 STANLEY FUND UPDATE

It was proposed by Cllr C Marshall, seconded by Cllr A Clegg and **RECOMMENDED** that:

- (i) The board should be made up of a majority of people who live in Stanley
- (ii) There should be an open recruitment process that the Town Council is a part of for all positions on the board
- (iii) The Town Council should have 3 places and it should be reviewed annually as part of our AGM.
- (iv) There should be a rolling callout, the board should meet every few months and funding decisions reported to the Town Council

- (v) Funding limits should apply however exceptional projects that make significant contributions to Stanley should be considered
- (vi) Regeneration should be included
- (vii) Play areas should be part of the criteria and they should be 'legally deliverable', 'sustainable' and applicants should have a 'viable plan for longer term maintenance or liabilities'
- (viii) The Town Council should make a commitment for 3 years and there should be a break clause to safeguard against any failure in performance.

## 226 FLEXI-TIME POLICY

It was proposed by Cllr D Marshall, seconded by Cllr C Marshall and **RESOLVED** that the adoption of the policy be deferred until other performance management policies have been considered.

## 227 STC EVENTS PROGRAMME

It was proposed by Cllr C Marshall, seconded by Cllr J Kane and **RESOLVED** that:

- (i) Alternative venues other than Tantobie Cricket Club be considered at the next Events Working Group meeting, and that Cllrs L Christie, J Pallas & G Wilkinson join Cllr M Davinson on the WG.
- (ii) Miner's Sunday Event be approved.
- (iii) A proportion of the budget be allocated to local active banner groups to support their running costs.
- (iv) Funding from the Heritage Fund and Civic Hall be allocated to facilitate the display of the South Moor No 1 banner in the stairwell leading to the Bamburgh suite in the Civic Hall.

## 228 COMMITTEE ACTIONS UPDATE

The Town Clerk gave the following updates:

- (i) **Medium Term Plan** - A steering group is still to be set up to look at Environmental Projects.
- (ii) **Defibrillator** - This is still being progressed by the Operations Manager.
- (iii) **Police Cars** - They are in the workshop having their decals applied and will be ready soon.

Cllr C Marshall requested that the Town Clerk explore the feasibility of purchasing the PACT House building and report back to Committee.

## 229 DATE, TIME AND VENUE OF NEXT MEETING

Wednesday 13th March 2019, 6.30pm, Stanley Civic Hall.