



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 17th September 2019 at 6.30pm at Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

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

J Stephenson*	G Binney§	H Clark	M Davinson	B Nair
J Kane	J McMahon	J Nicholson	L Timbey	D Tully
C Hampson∞	D Marshall∞			

You are hereby summoned to attend a meeting of the **Finance and General Purposes Committee of Stanley Town Council** to be held at **Civic Hall, Front Street, Stanley**, on **Tuesday 17th September 2019 at 18.30** in order to transact the following business:

Yours sincerely,

Alan Shaw
Town Clerk
9th September 2019

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

*Chairman §Vice-Chairman ∞Ex-Officio

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** any 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 16th July 2019.

6 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Statutory Basis: Accounts & Audit (England) Regulations 2011

July 2019

Schedule of Payments	(ATTACHMENT B)
Schedule of Receipts	(ATTACHMENT C)
Bank Reconciliation & Balances	(ATTACHMENT D)

August 2019

Schedule of Payments	(ATTACHMENT E)
Schedule of Receipts	(ATTACHMENT F)
Bank Reconciliation & Balances	(ATTACHMENT G)

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

- (i) **APPROVE** the payment of accounts for July & August 2019; and
- (ii) **NOTE** the Bank Reconciliation for July & August 2019.

7 WORKING GROUPS

Minutes of the following working group meetings are attached for information:

Civic Hall Working Group (Ops)	5th September 2019	(ATTACHMENT H)
Policy Working Group	6th September 2019	(ATTACHMENT I)
Events Working Group	No Meeting in September	

Policies for Consideration:

Adoption of Policies	(ATTACHMENT J)
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RECOMMENDATION of working group - **DELETE** policy as it is obsolete

Corporate Complaints	(ATTACHMENT K)
Procedure for local Assessment of complaints (Members)	(ATTACHMENT L)
Pay Protection Policy	(ATTACHMENT M)
Risk Management Strategy	(ATTACHMENT N)

RECOMMENDATION of working group: **ACCEPT** policies and put forward to Full Council for approval.

Committee is requested to:

- (i) **RECEIVE** the minutes of the Working Groups;
- (ii) **NOTE** decisions taken by the Working Groups; and
- (iii) **CONSIDER** Recommendations made by the Working Groups; and
- (iv) **DECIDE** if any further action is required.

8 BUDGET MONITORING

Year to Date Expenditure Budget Report (ATTACHMENT O)
Budget Monitoring Report (ATTACHMENT P)

A review of year to date expenditure with estimated out-turn. Variances highlighted and actions proposed if there appears to be an overspend forecasted.

Committee is requested to **CONSIDER** this matter and **DECIDE** if any action is required

9 REVIEW OF EVENTS (ATTACHMENT Q)

Committee is **REQUESTED** to:

- (i) Provide feedback and **RECOMMENDATIONS** to full Council for consideration in respect of the programme of events over this summer; and
- (ii) Consider and **APPROVE** the proposed dates and locations for events to be held in 2020 to enable maximum forward planning.

Committee is requested to **CONSIDER** these matters and **DECIDE** what to do.

10 STRATEGIC GRANT FUND (ATTACHMENT R)

Committee **DEFERRED** consideration of an application from Tanfield Lea Community Centre pending further information.

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

11 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 15th October 2019, Civic Hall, Stanley.

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.