



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 15th October 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 15th October 2019 at 18.30** in order to transact the following business:

Yours sincerely,

Alan Shaw
Town Clerk
9th October 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 17th September 2019.

6 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Statutory Basis: Accounts & Audit (England) Regulations 2011

September 2019

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

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

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

7 WORKING GROUPS

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

Civic Hall Working Group	2nd October 2019	(ATTACHMENT E)
Events Working Group	4th October 2019	(ATTACHMENT F)
Policy Working Group	No meeting in October	

Committee is requested to:

- (a) **RECEIVE** the minutes of the Working Groups;
- (b) **NOTE** decisions taken by the Working Groups; and
- (c) **CONSIDER** Recommendations made by the Working Groups; and
- (d) **DECIDE** if any further action is required.

RECOMMENDATIONS

- (i) **Civic Hall WG:** A quantity surveyor should be appointed to provide a detailed costing of what the works in the Civic Hall would entail;*
- (ii) **Civic Hall WG:** Provision should be made in the budget to stage a Pantomime in 2020*
- (iii) **Events WG:** Lights: Provide a real tree at the existing tree site. Relocate the lights from the planter by the board school to add to the tree by St Josephs School. Provide no further lights this year.

- (iv) **Events WG:** Remembrance Beacon event to be held at 7pm on 10th November. Arrangements to follow the 2018 event with improved PA system.
- (v) **Events WG:** Xmas Event to be developed with on-stage entertainment and carol concert with local schools to finish with the book attraction.

**Please refer to draft budget and report.*

8 2020/21 BUDGET (FIRST ESTIMATE)

(i) Draft Budget

Year to Date Expenditure/ First Estimate detail
Budget First Estimate Report

(ATTACHMENT G)
(ATTACHMENT H)

(ii) Budget Monitoring

Budget Monitoring Report

(ATTACHMENT I)

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** these matters and **DECIDE** if any action is required

9 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 19th November 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.