
MINUTES of the **FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held via Microsoft Teams on Tuesday 9th February 2021 at 6.30pm

PRESENT: Cllr J Stephenson * Cllr G Binney Cllr M Davinson Cllr H Clark
 Cllr B Nair Cllr J Kane Cllr J Nicholson Cllr L Timbey
 Cllr D Tully Cllr C Hampson
 *Chairman

OFFICERS: James Black (Town Clerk)
 Alan Tubman (Deputy Town Clerk)
 Ann Barry (Finance Officer)
 Nicola James (Senior Administration Officer)

ABSENT: Cllr J McMahon.

Before the Chair opened the meeting, she made the following announcement:

Good evening everyone and welcome to our Finance & General Purposes Committee. This meeting is taking place on Tuesday 9th February 2021 at 6.30pm and is streamed live to YouTube. It will be available for a minimum of 6 months. Please be aware footage from meetings could be used in media broadcasts. I am Jeanette Stephenson, Chair of the Finance & General Purposes Committee, and I would like to extend a warm welcome to Members, Officers, members of the public and media who are watching this live stream.

Before I commence with the formal business on the agenda, I would like to cover housekeeping issues for us all to follow.

For those taking part in the meeting could you please only speak when invited to speak by myself as chair, keep your microphone on mute at all times unless invited to speak. If you wish to speak please raise your hand. Please bear in mind all participants can see discussions in the chat function. Once invited to speak, please introduce yourself with your name and position unless you have already introduced yourself earlier in the meeting. If you are having issues with connectivity, try switching off your video and use the audio function. If connectivity issues continue, you may have to leave the meeting and re-join to get a better signal.

Please follow these simple rules as it will help us run the meeting as efficiently as possible. I will be pausing briefly when questions and comments are being invited to allow members to register their interest to speak.

71 APOLOGIES FOR ABSENCE

Committee accepted apologies from Cllr D Marshall.

72 DECLARATIONS OF INTEREST

None.

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

None from the Chair.

The Town Clerk noted the end date of the Restructure Consultation is 26th February and a report will be presented to Full Council for further recommendations.

74 **PUBLIC PARTICIPATION**

Nothing was received in writing before the meeting.

75 **CONFIRMATION OF MINUTES**

It was proposed by Cllr J Kane, seconded by Cllr G Binney and **RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 12th January 2021 be **APPROVED** and signed as a correct record.

76 **ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**

It was proposed by Cllr L Timbey, seconded by Cllr G Binney and **RESOLVED** that the Committee:

APPROVE the payment of accounts for January 2021;

NOTE the bank reconciliation for January 2021;

77 **AUDIT REPORT**

The Finance Officer noted that the auditor highlighted an issue around the authorisation of the timesheets. Officers are working on a solution.

Cllr L Timbey requested that officers advise the auditor that Payroll is not part of the HR function at DCC. He also highlighted errors in the report:

- Cleaners do not complete electronic timesheets (the Town Clerk noted that they work fixed hours so do not need to complete a timesheet).
- Officers *are* entitled to paid overtime.

Committee **NOTED** the report.

78 **GRANT FUNDING**

The Finance Officer noted the funding that the Council has received so far and what it was for. Committee **NOTED** the report.

79 NEIGHBOURHOOD WARDENS CONTRACT

The Town Clerk noted that the Neighbourhood Wardens contract is due to end its 3 year term on 31st March 2021.

It was proposed by Cllr M Davinson, seconded by Cllr C Hampson and **RESOLVED** by majority recorded vote that Committee **RECOMMENDS** to Full Council that the Neighbourhood Wardens contract be renewed for another 3 years with a specification review after year 2.

80 DECARBONISATION PROJECT

The Town Clerk noted that we are still waiting to find out if the Council has been successful in achieving the grant.

It was proposed by Cllr M Davinson, seconded by Cllr L Timbey and **RESOLVED** by unanimous recorded vote that subject to the awarding of the Public Sector Decarbonisation Grant monies, the project can go ahead, with Engenera awarded the contract as the prime contractor.

81 POLICY WORKING GROUP (11 Dec 2020)

The Deputy Town Clerk provided an update since the last policy working group. The group has done a large amount of work and put a lot of policies in place, so the Deputy Town Clerk thanked the members for their involvement.

The risk register and publicity policy will come forward to the next Committee meeting.

Committee **NOTED** the report.

82 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 9th March 2021, 6.30pm, via Microsoft Teams.