

MINUTES of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL

Held at Stanley Civic Hall, Front Street, Stanley on Wednesday 10th February 2016 at 6.30pm

PRESENT: Cllr D Tully* Cllr R Harrison Cllr D Marshall Cllr B Nair
 Cllr J Nicholson Cllr B Nixon
 *Chairman

OFFICERS: Alan Shaw (Town Clerk)
 Nicola James (PA to the Town Clerk)
 Derek Shingleton (Finance Manager)

531 APOLOGIES

Apologies received from Cllrs D Walker, D Mills and C Bell were accepted by the Committee.

532 DECLARATIONS OF INTEREST

Cllr D Marshall declared an interest in payments listed on the schedule of payments to Graphic Print as he is a partner in the business.

533 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK

None.

534 PUBLIC PARTICIPATION

No members of the public were present at the meeting.

535 CONFIRMATION OF MINUTES

It was proposed by Cllr R Harrison, seconded by Cllr B Nixon and **RESOLVED** that the Committee approve the minutes of the Finance Committee meeting held on 20th January 2016.

536 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

- **Schedule of Payments** - members considered the schedule and **APPROVED** the list of payments. D Shingleton noted that the payment for MIF 403 was made via 2 cheques - 1 paid to L Perry for the PACT House kitchen and 1 paid to the Zone Youth for PACT House. He also noted that the £300 given to Cllr D Mills was to pay for performances at the Fringe event and receipts would be given to the office.
- **Bank Reconciliation & Unrepresented Cheques** - Members noted the report and **RESOLVED** no further action was required.

- **Schedule of Income** - members noted the report and **RESOLVED** no further action was required.
- **Current Account & Saver Account** - members noted the report and **RESOLVED** no further action was required.
- **Trial Balance** - members noted the report and **RESOLVED** no further action was required.

537 **BUDGETARY CONTROL**

Members considered the report from the Finance Manager and **RESOLVED** no further action was required. Cllr D Marshall requested a breakdown of the events in the Civic Hall. The Finance Manager said that this will be coming to a future Finance committee meeting.

538 **BAR PERFORMANCE**

Members **NOTED** the report from the Finance Manager and **REQUESTED** that officers look into the costs of opening the bar whenever the Civic Hall is in use.

539 **CARD MACHINES**

Members considered the report from the Finance Manager and **RECOMMENDED** that a 2% charge be implemented for credit card payments.

540 **CIVIC HALL CAFE**

Members considered the report from the Civic Hall Manager and **RECOMMENDED** that she be allowed to open the cafe with 4 part time staff for 3 months initially so a review can be undertaken to look at the performance before deciding if the cafe should be open permanently.

541 **DATE, TIME AND VENUE OF NEXT MEETING**

Wednesday, 9th March 2016, 6.30pm, Stanley Civic Hall