

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

Held at Stanley Civic Hall, Front Street, Stanley on Wednesday 11th November 2015 at 6.30pm

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

*Chairman

OFFICERS: Alan Shaw (Town Clerk)
 Derek Shingleton (Finance Manager)

393 APOLOGIES

Apologies were received from Cllr C Bell, Cllr D Marshall & Cllr D Mills

394 DECLARATIONS OF INTEREST

None

395 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK

None

396 PUBLIC PARTICIPATION

No members of the public were present at the meeting.

397 CONFIRMATION OF MINUTES

It was proposed by Cllr B Nair and **RESOLVED** by the Committee that future agendas should contain an item detailing the responses to questions raised by members of the Committee at the previous meeting as he had noted that some questions raised at the previous meeting were not dealt with specifically in the current meeting's papers.

It was **RESOLVED** that the Committee approve the minutes of the Finance Committee meeting held on 14th October 2015.

398 QUESTIONS BROUGHT FORWARD FROM LAST MEETING

The Town Clerk and Finance Manager gave the following updates to Members:

- (a) The Finance Manager explained that he was still in discussion with Leisureworks about the apportionment of heating bills for the Civic Hall. This matter would need to be brought back to a future meeting.

- (b) MIF reference 284 related to a banner for Stanley Trader's Association. The cheque has been sent to the wrong address. It has been cancelled and subsequently re-issued.
- (c) Costs for Casual staff - A new budget line has been created and the costs for the year to date will be transferred to it. Next year's budget to include an allocation for Casual staff.
- (d) Income breakdown - New budget lines have been created to separate bar income, ticket income and other income and income will be transferred to the appropriate line.
- (e) Mobile Phones - These have been reviewed and 7 out of 10 contracts terminated. This will bring a saving of approximately £150 per month.

399 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

It was **RESOLVED** that the payment of accounts for October 2015 be **APPROVED** and the Bank Reconciliation **NOTED**.

400 BUDGETARY CONTROL TO 31st OCTOBER 2015

Committee **NOTED** the Budgetary Control report for October 2015.

401 ENERGY AUDIT

Members **CONSIDERED** the report and **RECOMMENDED** that the first three recommendations of the report should be implemented immediately, namely:

- (i) Light fittings should be changed for low energy LED lights;
- (ii) Time Controls should be fitted to coolers and water heaters
- (iii) Pipe insulation should be installed in Boiler room and adjacent to water heaters to conserve energy.

In addition to these measures, Committee recommends that priority is given to obtaining quotes for replacement of the heating system in the Civic Hall with a more energy efficient model which would also allow separation from neighbouring buildings.

402 DATE, TIME AND VENUE OF NEXT MEETING

Wednesday, 9th December 2015, 6.30pm, Stanley Civic Hall