



# STANLEY TOWN COUNCIL

## NOTICE OF MEETING

I hereby give notice that a meeting of the Finance Committee of Stanley Town Council will be held on Wednesday, the 11th November 2015 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

### TO ALL MEMBERS of STANLEY TOWN COUNCIL FINANCE & GENERAL PURPOSES COMMITTEE

D. Walker (Chair) D. Tully  
D. Marshall B. Nair  
W. Nixon\*

D. Mills  
C. Bell

R. Harrison  
J. Nicholson\*

\*ex-officio

You are hereby summoned to attend a meeting of the **Finance Committee of Stanley Town Council** to be held in **Stanley Civic Hall, Front Street, Stanley**, on **Wednesday the 11th November 2015 at 18.30** in order to transact the following business:

Yours sincerely,

Alan Shaw  
Town Clerk  
5th November 2015

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

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## AGENDA

### 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.

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### 3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** 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 & General Purposes Committee meeting held on 14th October 2015.

### 6 QUESTIONS BROUGHT FORWARD FROM LAST MEETING

- a) Energy Issues
- b) MIF 284
- c) Staffing Costs
- d) Income Breakdown
- e) Mobile Phones

### 7 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

**Statutory Basis:** Accounts & Audit (England) Regulations 2011

- (ATTACHMENT B) Invoices for Payment and Bank Reconciliation
- (ATTACHMENT C) Schedule of Payments
- (ATTACHMENT D) Schedule of Income
- (ATTACHMENT E) Current Account
- (ATTACHMENT F) Saver Account
- (ATTACHMENT G) Unpresented Cheques
- (ATTACHMENT H) Trial balance extract

Committee is requested to **CONSIDER** the attached information, **APPROVE** the payment of accounts for October 2015 and **NOTE** the Bank Reconciliation.

### 8 BUDGETARY CONTROL TO 31<sup>st</sup> OCTOBER 2015

**Statutory Basis:** Accounts & Audit Regulations 2003, ss 4 & 5 (as amended by the Accounts & Audit (Amendment) (England) Regulations 2006)

- (ATTACHMENT I) Budgetary Control to 31st October 2015

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**(ATTACHMENT J)**

## Budget Details

Committee is requested to **CONSIDER** the attached financial summary and **DECIDE** if any action is required at this time.

**8 ENERGY AUDIT****(ATTACHMENT K and L)**

Following a change in supplier for the Council's gas supply, an energy audit was undertaken on the Civic Hall. The Report has been received and indicates that the Council can significantly improve its energy efficiency by implementing the proposals made. An investment of £58,726 would be required, but this would result in estimated annual savings of £8,236.

Members are requested to **CONSIDER** the attached report and **DECIDE**:

- (i) Whether they wish to implement some or all of the proposals made, and, if so,
- (ii) Utilise the available PWLB loan to fund the investment required.

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

Wednesday, 9th December 2015, 18.30 at the Civic Hall

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*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.*