
MINUTES of the FINANCE AND GOVERNANCE COMMITTEE MEETING OF STANLEY TOWN COUNCIL held at Stanley Civic Hall on Wednesday 11th April 2018 at 6.00pm

PRESENT: Cllr J Stephenson* Cllr M Davinson Cllr D Marshall Cllr J Pallas
Cllr J Kane Cllr H Clark Cllr J Nicholson Cllr D Tully
Cllr B Nair Cllr A Clegg

***Chairman**

OFFICERS: Nicola James (PA to the Town Clerk)
Alan Shaw (Town Clerk)

OTHERS IN ATTENDANCE: Cllr C Marshall

317 APOLOGIES

Apologies received from Cllr L Christie were accepted by the Committee.

318 DECLARATIONS OF INTEREST

None

319 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK

The Town Clerk reminded everyone to turn their phones off or switch them to silent and that the meeting was being recorded. He also noted that some members had to leave the meeting at 7pm.

320 PUBLIC PARTICIPATION

No written questions were received in writing.

321 CONFIRMATION OF MINUTES

It was proposed by Cllr B Nair, seconded by Cllr D Marshall and **RESOLVED** that the Committee **APPROVE** the minutes of the Committee meeting held on 14th March 2018.

322 ACCOUNTS FOR PAYMENT AND BANK RECONCILIATION

Cllr J Nicholson questioned whether tech support was recharged to MMA. The Town Clerk would circulate an email with clarification.

Cllr D Tully questions why spirits were bought for the Civic Hall from Asda. The Town Clerk would circulate an email with clarification.

Cllr C Marshall requested that the way the figures are presented to Committee be simplified under each budget heading. The Town Clerk will look into simplifying information for members and producing a regular budgetary monitoring report.

It was proposed by Cllr B Nair, seconded by Cllr J Kane and **RESOLVED** that Committee **APPROVE** the payment of accounts for March 2018 and **NOTE** the bank reconciliation for March 2018.

323 PAYMENT PROTECTION POLICY

It was proposed by Cllr B Nair, seconded by Cllr M Davinson and **RESOLVED** that the new policy be approved and implemented.

324 PROCUREMENT

The Committee **NOTED** the guidance from the Town Clerk in relation to advertising contracts for the procurement of contracts of £10,000 on the Government's Contract Finder website.

325 COMMITTEE ACTIONS UPDATE

The Town Clerk provided updates on the following actions:

- (i) **Investment Opportunities** - The Committee Chair and the Finance Officer sought advice from DCC as to what investments are appropriate and were advised that most returns are poor so not to invest in anything just yet.
- (ii) **Wardens** - The Town Clerk has a meeting set up with Ian Houtt on the 12th April.

326 EXCLUSION OF PRESS AND PUBLIC *

*Recording of proceedings was stopped at this point.

Council **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

*Justification for excluding the public and press from consideration of the following item:
Staff and public confidentiality*

327 **COUNCIL STRUCTURE UPDATE**

The Town Clerk updated the Committee on the progress so far and the steps required to progress the restructure.

Committee **NOTED** the report and instructed the Clerk to expedite the matter.

328 **STAFFING MATTER**

This matter was deferred.

Cllrs Clark, Nicholson and Tully left the meeting at this point.

329 **INCIDENT REPORT**

Committee **RESOLVED** that this matter should be presented directly to Full Council for decision.

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

To be confirmed following Full Council meeting on 24th April 2018.