
MINUTES of the FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL held at Stanley Civic Hall on Wednesday 13th June 2018 at 6.30pm

PRESENT: Cllr J McMahon* Cllr H Clark Cllr C Marshall Cllr D Tully
Cllr L Christie Cllr M Davinson Cllr J Clark Cllr J Nicholson
Cllr J Tully Cllr A Clegg Cllr J Kane Cllr J Pallas
Cllr C Bell

*Chairman

OFFICERS: Alan Shaw (Town Clerk)
James Harper (Community Development Manager)

IN ATTENDANCE: 2 members of the public

ABSENT: Cllr T Armstrong

21 APOLOGIES

Apologies received from Cllrs J Stephenson, B Nair, L Timbey, C Hampson, D Marshall & G Wilkinson were accepted by the Committee.

22 DECLARATIONS OF INTEREST

Cllr J McMahon declared a personal interest in item 10 - Starts Youth & Community.

23 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK

Both the Chair and the Town Clerk welcomed Christine Bell back onto the Council.

24 PUBLIC PARTICIPATION

No written questions were received in writing.

25 CONFIRMATION OF MINUTES

- (i) It was proposed by Cllr C Marshall, seconded by Cllr A Clegg and **RESOLVED** that the Committee approve the minutes of the Projects & Initiatives Committee held on 8th May 2018.
- (ii) It was proposed by Cllr J Kane, seconded by Cllr A Clegg and **RESOLVED** that the Committee approve the minutes of the Finance & Governance Committee held on 9th May 2018.

26 ACCOUNTS FOR PAYMENT AND BANK RECONCILIATION

It was proposed by Cllr C Marshall, seconded by Cllr J Kane and **RESOLVED** that Committee **DEFER** the approval of the payment of accounts for May 2018 until Full Council as members have had insufficient time to review them.

27 INTERNAL AUDIT

- (i) It was proposed by Cllr C Marshall, seconded by Cllr M Davinson and **RESOLVED** that the Committee agree the areas which the internal auditor has pointed out that the Council need to focus on in the next financial year.
- (ii) It was proposed by Cllr M Davinson, seconded by Cllr J Tully and **RESOLVED** that Committee approve the Corporate Governance Action Plan.
- (iii) It was proposed by Cllr M Davinson, seconded by Cllr C Bell and **RESOLVED** that Committee approve the Payroll Report and the recommendations.
- (iv) Members **NOTED** the income and banking report.
- (v) Members **NOTED** the creditors report.
- (vi) It was **RESOLVED** that the Committee adopt the recommendations in the special report from the Auditor. It was proposed by Cllr C Marshall, seconded by Cllr A Clegg and **RESOLVED** that a full review of MIFs be carried out in the Autumn.

28 GDPR REPORT & POLICY

It was proposed by Cllr C Marshall, seconded by Cllr J Tully and **RESOLVED** that the Committee **DEFER** consideration of the Data Protection Statement to Full Council.

29 ADVICE SERVICE PROPOSAL

It was proposed by Cllr C Marshall, seconded by Cllr M Davinson and **RESOLVED** that the Advice Partnership answer the following question for Full Council. What will Advice Partnership do with the service if we do not fund the extra money they request? The Town Clerk was asked to examine the budget to identify if the additional funding could be found elsewhere in the budget.

30 STARS YOUTH & COMMUNITY

It was proposed by Cllr J Kane that the report in relation to existing youth provision be **NOTED** by committee.

31 MEDIUM TERM PLAN REVIEW

Cllr M Davinson noted that the plan cannot be reviewed until the Neighbourhood Wardens and new staffing structure are in place.

The Committee **RESOLVED** that the review of the Medium Term Plan come back in September for review once more of the objectives have been implemented.

32 ESTABLISHMENT OF TASK GROUPS

Terms of reference should be drafted for the Civic Hall Expenditure and Policy Review Group task groups.

Cllr C Marshall proposed, seconded by Cllr M Davinson, and **RECOMMENDED** that the Council do not take on the allotments from DCC and we will not engage in any further discussion, and that the Council take legal advice on the legal and cost implications of this using CDALC/NALC. This should be put in writing to DCC.

Cllr Nicholson declared an interest as a DCC Councillor, and did not take part in the vote. Cllr C Bell abstained as she had not been party to previous discussion on the subject.

33 COMMITTEE ACTIONS UPDATE

Committee **NOTED** the report.

34 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 confidentiality*

35 STAFFING MATTERS

The Town Clerk informed Committee that the final report had not yet been received from the investigator.

36 DATE, TIME AND VENUE OF NEXT MEETING

11th July 2018, 6.30pm, Stanley Civic Hall.



Stanley
Town
Council

Neighbourhood Warden Service

Initial Priority Setting

Now that we have an indicative date for the start of the Stanley Town Council enhanced Neighbourhood Warden Service, (proposed date 16th July 2018) the Council need to agree how they would like to focus the starting remit/programme of works. Obviously the Wardens will be undertaking various training and finding their feet for the first couple of months.

I would be keen for them to start making contacts in the area, introducing themselves to various partners and schools, identifying environmental problems/issues, gain an understanding of ongoing projects and initiatives.

Council agreed that they would like wardens to focus on community as the top priority initially. This may include; (I would suggest)

1. Begin an education programme highlighting litter and environmental quality issues. (including visiting schools)
2. Use intelligence to understand where the local hot spots of environmental crime are and develop plans to address them.
3. Community engagement - meeting local ward members, partnerships, community groups and other partners to raise their profile and gather intelligence information.
4. Involvement in "green" projects (e.g. Northumbria in Bloom).
5. Environmental campaigns (e.g. keep Britain tidy).
6. Enforcement duties (e.g. litter clearing notices & fixed penalties for dog fouling and littering).

I would expect the wardens to deal with any enforcement duties they feel appropriate whilst carrying out their duties and use the powers available to them. However I believe the above mentioned work stream for the first 3 months will allow us to meet the current requirement the Town Council have identified and allow us to assess the impact it is making and help prioritise the service.

James Harper
Community Development Manager
Stanley Town Council

james.harper@stanley-tc.gov.uk
01207 299109

Date: 05/07/2018

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Cash Book 1

User : SO

Current Bank A/c

For Month No : 3

Payments for Month 3

Nominal Ledger

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ V A T	A/c Centre	£ Amount	Transaction Detail
01/06/2018	Facebook	DD03 002	2.66	2.66		500		F/B islands in the stream
05/06/2018	Barclays	DD03 001	74.27	74.27		500		May charges mixed ac
05/06/2018	Barclays	DD03 003	18.44	18.44		500		May charges e account
06/06/2018	BACS B/L Pymnt Page 556	BACS	12,891.71	12,891.71		500		BACS B/L Pymnt Page 556
06/06/2018	BACS B/L Pymnt Page 557	BACS	645.00	645.00		500		BACS B/L Pymnt Page 557
06/06/2018	Microsoft`	DD03 004	39.50	39.50		500		microsoft licences
08/06/2018	Durham County Council Direct D	DD03 005	826.00	826.00		500		business rates June 18
08/06/2018	Durham County Council Direct D	DD03 006	51.00	51.00		500		business rates June 18
08/06/2018	Adobe Systems Software	DD03 008	16.64	16.64		500		Adobe une 18
08/06/2018	Facebook	DD03 007	15.00	15.00		500		Facebook boost Fast love
08/06/2018	The Green House	DD03 014	250.00	250.00		500		Flowers for wedding tables
12/06/2018	British Gas	DD03 010	697.56	697.56		500		gas to 17/05/18
12/06/2018	HMRC- VAT	DD03 009	2,152.77			105	2,152.77	VAT payment q/e 30/04/18
14/06/2018	Screwfix Direct Ltd	DD03 011	34.99	34.99		500		Equipment
15/06/2018	ITC Service Ltd	DD03 012	900.62	900.62		500		copies 26/02-23/03
15/06/2018	Amazon.co.uk	DD03 013	31.98	31.98		500		replacemnt battery packs
18/06/2018	BACS B/L Pymnt Page 558	BACS	1,400.00	1,400.00		500		BACS B/L Pymnt Page 558
18/06/2018	British Telecom Payments Centr	DD03 017	91.56	91.56		500		Alarm line 01207 239970
18/06/2018	British Telecom Payments Centr	DD03 018	91.08	91.08		500		Alarm line 01207 232306
18/06/2018	British Telecom Payments Centr	DD03 019	29.76	29.76		500		01207 281376
18/06/2018	Amazon.co.uk	DD03 016	81.48	81.48		500		walkie talkies
18/06/2018	ASDA Stores Ltd	DD03 015	20.05	20.05		500		beer for Deaf club
19/06/2018	Payroll deductions May 18	DD03 020	11,865.73			4000 505	237.68	Payroll deductions May 18
						4000 350	1,583.06	Payroll deductions May 18
						4005 500	878.78	Payroll deductions May 18
						4000 500	3,464.00	Payroll deductions May 18
						4000 101	5,702.21	Payroll deductions May 18
20/06/2018	BACS B/L Pymnt Page 562	BACS	2,997.33	2,997.33		500		BACS B/L Pymnt Page 562
20/06/2018	The Green House	1000010	260.00	260.00		500		vase arrangements 15/06
20/06/2018	Worldpay	DD03 021	20.07	20.07		500		internet charges May 18
20/06/2018	Worldpay	DD03 022	75.83	75.83		500		card charges May

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Current Bank A/c

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Payments for Month 3

Nominal Ledger

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ V A T	A/c Centre	£ Amount	Transaction Detail
20/06/2018	Worldpay	DD03 023	17.25	17.25		500		18 card charges may 18
20/06/2018	Dawson Group Ltd	DD03 024	559.11	559.11		500		vehicle lease charges May 18
20/06/2018	Amazon.co.uk	DD03 026	13.99	13.99		500		cables
20/06/2018	Amazon.co.uk	DD03 027	274.95	274.95		500		YoYo desk
20/06/2018	top up office petty cash	DD03 025	100.00			205	100.00	top up office petty cash
20/06/2018	The Greenhouse	100010	-260.00			4752 500	-260.00	The grrenhouse- 15/06
21/06/2018	nPower Northern Ltd	DD03 028	69.41	69.41		500		Xmas tree electricity
25/06/2018	BACS B/L Pymnt Page 564	BACS	2,375.00	2,375.00		500		BACS B/L Pymnt Page 564
25/06/2018	Corona Energy Retail 2 Ltd	DD03 029	39.69	39.69		500		gas may 18
25/06/2018	Screwfix Direct Ltd	DD03 030	163.98	163.98		500		Makita angle grinder
26/06/2018	BOC	DD03 031	11.16	11.16		500		gas bottle rental
26/06/2018	Molson Coors Brewng Co Ltd	DD03 032	230.31	230.31		500		coors refund
27/06/2018	BACS B/L Pymnt Page 568	BACS	2,051.49	2,051.49		500		BACS B/L Pymnt Page 568
27/06/2018	Payroll June 2018	DD03 033	18,507.41			4000 101	178.52	Payroll June 2018- mileage
						4000 350	2,428.72	Payroll June 2018
						4005 500	3,521.88	Payroll June 2018
						4000 500	4,669.60	Payroll June 2018
						4000 101	7,708.69	Payroll June 2018
28/06/2018	Ebay (Paypal)	DD03 034	1.98	1.98		500		sample sashes
29/06/2018	Vodafone	DD03 036	47.67	47.67		500		Mobiles May 18
Total Payments for Month			59,784.43	27,418.52	0.00		32,365.91	
Balance Carried Fwd			593,199.77					
Cash Book Totals			652,984.20	27,418.52	0.00		625,565.68	

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Cash Book 1

User : SO

Current Bank A/c

For Month No : 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		643,101.84					643,101.84	
Banked on : 25/05/2018		125.20						
	Sales Recpts Page 549	125.20	125.20		100			Sales Recpts Page 549
Banked on : 25/05/2018		132.00						
	Sales Recpts Page 556	132.00	132.00		100			Sales Recpts Page 556
Banked on : 31/05/2018		90.00						
	Sales Recpts Page 558	90.00	90.00		100			Sales Recpts Page 558
Banked on : 01/06/2018		465.00						
	Sales Recpts Page 552	465.00	465.00		100			Sales Recpts Page 552
Banked on : 01/06/2018		436.00						
	Sales Recpts Page 553	436.00	436.00		100			Sales Recpts Page 553
Banked on : 01/06/2018		-70.00						
INC03 007	refunds Stephanie Aird	-70.00			530		-70.00	refunds Stephanie Aird
Banked on : 05/06/2018		4.61						
INC03 003	Barclays	4.61			4999	110	4.61	loyalty reward e ac
Banked on : 05/06/2018		18.57						
INC03 004	Barclays	18.57			4999	110	18.57	barclays loyalty reward- mixed
Banked on : 05/06/2018		448.00						
	Sales Recpts Page 557	448.00	448.00		100			Sales Recpts Page 557
Banked on : 07/06/2018		170.00						
	Sales Recpts Page 550	170.00	170.00		100			Sales Recpts Page 550
Banked on : 08/06/2018		132.00						
	Sales Recpts Page 563	132.00	132.00		100			Sales Recpts Page 563
Banked on : 11/06/2018		190.00						
	Sales Recpts Page 551	190.00	190.00		100			Sales Recpts Page 551
Banked on : 12/06/2018		550.00						
	Sales Recpts Page 555	550.00	550.00		100			Sales Recpts Page 555
Banked on : 13/06/2018		1,443.50						
INC03 008	var cash/chqs w/c 21/05	36.00		6.00	1010	500	30.00	keep fit w/c 21/05
INC03 008	var cash/chqs w/c 21/05	-20.00			1010	500	-20.00	keep fit instructor 21/05
INC03 008	var cash/chqs w/c 21/05	15.35		2.56	1210	510	12.79	var cash/chqs w/c 21/05
INC03 008	var cash/chqs w/c 21/05	871.55		145.26	1020	510	726.29	var cash/chqs w/c 21/05
INC03 008	var cash/chqs w/c 21/05	21.60		3.60	1002	500	18.00	merchandise share
INC03 008	var cash/chqs w/c 21/05	150.00		25.00	1012	500	125.00	part fees Oklahoma
INC03 008	var cash/chqs w/c 21/05	369.00			530		369.00	var cash/chqs w/c 21/05
Banked on : 13/06/2018		120.00						
INC03 009	var cash/chqs w/c 28/05	120.00			530		120.00	var cash/chqs w/c 28/05
Banked on : 13/06/2018		119.90						

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Cash Book 1

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Current Bank A/c

For Month No : 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
INC03 010	var cash/chqs w/c 04/06	74.90		12.48	1020	510	62.42	var cash/chqs w/c 04/06
INC03 010	var cash/chqs w/c 04/06	3.00		0.50	4105	500	2.50	var cash/chqs w/c 04/06
INC03 010	var cash/chqs w/c 04/06	42.00			530		42.00	var cash/chqs w/c 04/06
Banked on : 16/06/2018		546.30						
INC03 032	card rec 29/05-16/06	17.30		2.88	1020	510	14.42	card rec 29/05-16/06
INC03 032	card rec 29/05-16/06	2.00		0.33	4104	500	1.67	card rec 29/05-16/06
INC03 032	card rec 29/05-16/06	527.00			530		527.00	card rec 29/05-16/06
Banked on : 18/06/2018		30.00						
Sales Recpts Page 554		30.00	30.00		100			Sales Recpts Page 554
Banked on : 21/06/2018		610.00						
Sales Recpts Page 564		610.00	610.00		100			Sales Recpts Page 564
Banked on : 22/06/2018		219.00						
Sales Recpts Page 562		219.00	219.00		100			Sales Recpts Page 562
Banked on : 23/06/2018		1,311.50						
INC03 038	internet 01/06-23/06	13.00		2.17	4102	500	10.83	internet 01/06-23/06
INC03 038	internet 01/06-23/06	34.50		5.75	4998	500	28.75	internet 01/06-23/06
INC03 038	internet 01/06-23/06	1,264.00			530		1,264.00	internet 01/06-23/06
Banked on : 25/06/2018		-195.00						
INC03 033	G Anderson	-195.00		-32.50	1000	500	-162.50	refund panto tickets
Banked on : 25/06/2018		-177.50						
INC03 034	var Soul legends refunds	-1.50		-0.25	4998	500	-1.25	var Soul legends refunds
INC03 034	vr Soul legends refunds	-176.00			530		-176.00	vr Soul legends refunds
Banked on : 26/06/2018		-110.00						
INC03 037	var soul legends refunds	-110.00			530		-110.00	var soul legends refunds
Banked on : 26/06/2018		-44.00						
INC03 036	var soul legends refunds	-44.00			530		-44.00	var soul legends refunds
Banked on : 26/06/2018		466.70						
INC03 039	card rec 18/06-26/06	103.30		17.22	1020	510	86.08	card rec 18/06-26/06
INC03 039	card rec 18/06-26/06	1.40		0.23	4105	500	1.17	card rec 18/06-26/06
INC03 039	card rec 18/06-26/06	53.00		8.83	1000	500	44.17	card rec 18/06-26/06
INC03 039	card rec 18/06-26/6	309.00			530		309.00	card rec 18/06-26/6
Banked on : 27/06/2018		1,407.35						
INC03 030	cash/chqs w/c 11/06	956.35		159.39	1020	510	796.96	cash/chqs w/c 11/06
INC03 030	cash/chqs w/c 11/06	375.00		62.50	4652	500	312.50	refund Arthur rights
INC03 030	cash/chqs w/c 11/06	76.00			530		76.00	cash/chqs w/c 11/06
Banked on : 27/06/2018		1,429.90						
INC03 031	var cash/chqs w/c 18/09	27.00		4.50	1010	500	22.50	kep fit 22/06
INC03 031	var cash/chqs w/c 18/06	-20.00			1010	500	-20.00	keep fit instructor
INC03 031	var cash/chqs w/c 18/06	40.10		6.68	1210	510	33.42	var cash/chqs w/c 18/06
INC03 031	var cash/chqs w/c 18/06	1,320.70		220.12	1020	510	1,100.58	var cash/chqs w/c 18/06

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Cash Book 1

User : SO

Current Bank A/c

For Month No : 3

Receipts for Month 3

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INC03 031	var cash/chqs w/c 18/06	0.10		0.02	4105	500	0.08	var cash/chqs w/c 18/06
INC03 031	var cash/chqs w/c 18/06	62.00			530		62.00	var cash/chqs w/c 18/06
Banked on : 30/06/2018		13.33						
Sales Recpts Page 560		13.33	13.33		100			Sales Recpts Page 560

Total Receipts for Month	9,882.36	3,610.53	653.27	5,618.56
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Cash Book Totals	<u>652,984.20</u>	<u>3,610.53</u>	<u>653.27</u>	<u>648,720.40</u>
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Date: 05/07/2018

Stanley Town Council 2018-19

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Bank Reconciliation Statement as at: 30/06/2018 for Cash Book 1 Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Savings Account	30/06/2018		554,449.49
mixed payments account	30/06/2018		8,886.10
Current Bank Account-e account	30/06/2018		29,834.18
			<u>593,169.77</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<u>0.00</u>
			593,169.77
<u>Receipts not Banked/Cleared (Plus)</u>			
18/06/2018		30.00	
			<u>30.00</u>
			593,199.77
		Balance per Cash Book is :-	593,199.77
		Difference is :-	0.00



4 July 2018
Miss Nicola James
Email: nicola.james@stanley-tc.gov.uk
Work Email: nicola.james@stanley-tc.gov.uk
Work Tel: 01207 299109

Transactions

e-Payments Plan

20-33-51 43231674

Available balance [?]	£29,774.34
Last night's balance [?]	£29,771.34
Overdraft limit	£0.00

Showing 1-50 of 110 transactions between 01/06/2018 and 30/06/2018

[Don't recognise a transaction?](#)

[Export All](#) [Download all \(PDF\)](#) [Print page](#)

See your pending debit card transactions [?]

>	Date	^	Description	Money In	Money Out	Balance
>	29/06/2018		MV- 76951073 -2606	£16.00		£29,834.18
>	29/06/2018		VODAFONE LIMITED		-£47.67	£29,818.18
>	29/06/2018		WORLDPAY		-£110.00	£29,865.85
>	29/06/2018		WORLDPAY		-£44.00	£29,975.85
>	28/06/2018		MV- 76951073 -2506	£53.00		£30,019.85
>	28/06/2018		BEAMISH MUSEUM	£13.33		£29,966.85



4 July 2018
Miss Nicola James
Email: nicola.james@stanley-tc.gov.uk
Work Email: nicola.james@stanley-tc.gov.uk
Work Tel: 01207 299109

Transactions

Active Saver

20-33-51 93186547

Available balance	£554,449.49
Last night's balance	£554,449.49
Overdraft limit	n/a

Interest rates are variable. Interest is paid annually on 31 December each year. If 31 December is a non-working day, interest will usually be paid on the next working day.

Balance	Gross pa%	AER%	
£1 and over	0.20	0.20	

For UK resident individuals (including sole traders or partnerships), if you are a UK taxpayer you may have to pay tax on interest earned in excess of your Personal Savings Allowance. For information and guidance please refer to [HMRC's website](#).

Please note: It is your responsibility to ensure that any tax due on interest payments received is paid to the appropriate tax authority.

Showing 1-1 of 1 transaction between 01/06/2018 and 30/06/2018

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> Date	^	Description	Money In	Money Out	Balance
> 21/06/2018		203351 43231674		£40,000.00	£554,449.49



4 July 2018
Miss Nicola James
Email: nicola.james@stanley-tc.gov.uk
Work Email: nicola.james@stanley-tc.gov.uk
Work Tel: 01207 299109

Transactions

Mixed Payments Plan

20-33-51 60189243

Available balance	£8,886.10
Last night's balance	£8,886.10
Overdraft limit	£0.00

Showing 1-7 of 7 transactions between 01/06/2018 and 30/06/2018

[Don't recognise a transaction?](#)[Export All](#) [Download all \(PDF\)](#) [Print page](#)

See your pending debit card transactions

>	Date	^	Description	Money In	Money Out	Balance
>	27/06/2018		44STANLEY	£1,407.35		£8,886.10
>	27/06/2018		44STANLEY	£1,648.90		£7,478.75
>	12/06/2018		41STANLEY	£1,700.70		£5,829.85
>	12/06/2018		41STANLEY	£909.90		£4,129.15
>	06/06/2018		203351 43231674		-£20,000.00	£3,219.25
>	05/06/2018		LOYALTY REWARD	£18.57		£23,219.25

Date : 05/07/2018

Stanley Town Council 2018-19

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Time: 10:58

Trial Balance for Month No: 3

User :SO

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
100	Debtors			15.50	
105	VAT Control A/c			2,920.06	
110	Prepayments			20,561.67	
200	Current Bank A/c			593,199.77	
201	Civic Hall Petty Cash			647.08	
202	Civic Hall Refunds Float			13.50	
205	Office Petty Cash			171.72	
220	Civic Hall Float			2,000.00	
310	General Reserves				151,480.10
313	EM reserve Grant Fund				28,634.00
314	EM Reserve Community Safety				16,099.00
316	EM Reserve WW1 Cemetery				10,000.00
317	EM Reserve War memorial				50,000.00
318	EM Reserve Parks				16,000.00
319	EM Reserve Election costs				10,000.00
320	EM Reserve Civic Upgrades				56,133.00
530	Ticket income for future shows				10,282.50
540	Room hire deposits-wedding etc				400.00
1000	Ticket Sales Retained	500	Civic Hall		1,109.58
1002	Ticket sales ret'd- Ext shows	500	Civic Hall		841.58
1005	Ticket Sales Non Retained	500	Civic Hall		8,810.83
1010	Hall Hire	500	Civic Hall		8,314.74
1012	Civic Players etc-Fees, Subs,	500	Civic Hall		8,946.67
1020	Bar Takings	510	Civic Hall Bar		9,865.74
1026	Table packages etc	500	Civic Hall		391.67
1029	Recharged buffet, disco etc	500	Civic Hall		3,061.66
1060	Rent Income	307	AP Community Room		30.00
1091	Art Work Sales	500	Civic Hall		8.50
1100	Loan	800	Loan Costs		190,000.00
1176	Precept	111	Precept		353,128.00
1177	LCTRS Grant	111	Precept		58,566.00
1200	Hot Drinks	505	Coffee Shop		50.00
1210	Food sales	510	Civic Hall Bar		251.99
1220	Coffee Shop	505	Coffee Shop		2,629.18
4000	Direct Salaries	101	Staffing	32,946.94	
4000	Direct Salaries	350	Environmental Services	6,870.42	
4000	Direct Salaries	500	Civic Hall	23,683.42	
4000	Direct Salaries	505	Coffee Shop	5,250.68	
4005	Casual Staff	500	Civic Hall	11,711.81	
4008	Training	101	Staffing	645.00	
4009	Clothing Costs	101	Staffing	91.80	
4009	Clothing Costs	350	Environmental Services	414.94	

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Stanley Town Council 2018-19

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Trial Balance for Month No: 3

User :SO

Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4010	Payroll SLA	101	Staffing	1,961.82	
4049	Rent	305	PACT House	4,000.00	
4050	Rates	307	AP Community Room	156.00	
4050	Rates	500	Civic Hall	2,474.00	
4051	Water Rates	500	Civic Hall	322.40	
4052	Electricity	307	AP Community Room	102.74	
4052	Electricity	500	Civic Hall	3,483.38	
4053	Gas	307	AP Community Room	228.19	
4053	Gas	500	Civic Hall	194.30	
4055	Cleaning	500	Civic Hall	449.18	
4056	Alarm Maintenance	500	Civic Hall	1,425.70	
4057	Window Cleaning	500	Civic Hall	25.00	
4058	Trade Waste	350	Environmental Services	26.40	
4058	Trade Waste	500	Civic Hall	1,186.00	
4059	Laundry	500	Civic Hall	58.00	
4065	Repairs & Maintenance	350	Environmental Services	69.81	
4065	Repairs & Maintenance	500	Civic Hall	80.74	
4066	Tools & Equipment	350	Environmental Services	229.63	
4066	Tools & Equipment	500	Civic Hall	246.34	
4069	Pest Control	500	Civic Hall	271.96	
4071	Health & Safety - Fire	500	Civic Hall	164.30	
4073	Health and Safety	110	Administration	229.12	
4075	Advertising	500	Civic Hall	510.00	
4076	Marketing & Promotion	500	Civic Hall	622.93	
4077	Licences	500	Civic Hall	3,654.17	
4100	Telephones	500	Civic Hall	958.94	
4101	Mobile Phones	110	Administration	61.50	
4102	Stationery	110	Administration	42.23	
4102	Stationery	500	Civic Hall	547.35	
4103	Publications	110	Administration	29.00	
4104	Postage	500	Civic Hall	64.50	
4105	Photocopying	110	Administration	150.13	
4105	Photocopying	500	Civic Hall	180.80	
4106	Subscriptions	110	Administration	4,206.54	
4110	Audit External	110	Administration		2,000.00
4111	Audit Internal	110	Administration	160.00	
4112	Professional Fees	110	Administration	11,804.94	
4114	Refreshments	200	Democracy		5.43
4122	IT - Email Maintenance	110	Administration	503.80	
4123	IT - Support & Maintenance	110	Administration	253.00	
4123	IT - Support & Maintenance	500	Civic Hall	132.24	
4124	IT - Equipment	110	Administration	11.66	

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Date : 05/07/2018

Stanley Town Council 2018-19

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Trial Balance for Month No: 3

User :SO

Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4125	IT - Software	110	Administration	128.92	
4125	IT - Software	500	Civic Hall	89.00	
4130	Vehicle Leasing	350	Environmental Services	871.74	
4131	Vehicle Fuel	350	Environmental Services	148.60	
4162	St Josephs House	800	Loan Costs	190,000.00	
4300	Environmental Services	300	Services	4,106.00	
4312	Police Cars - Contribution	300	Services	10,500.00	
4412	Armed Forces Day	320	Events	810.00	
4421	Events (External)	320	Events	250.00	
4425	Technical Support	500	Civic Hall	965.00	
4439	Christmas Decorations	320	Events	66.10	
4500	Members Initiative Fund	400	Grants	12,194.24	
4560	Coffee Shop-Food	505	Coffee Shop	1,255.03	
4560	Coffee Shop-Food	510	Civic Hall Bar	417.81	
4600	Bar Stock	510	Civic Hall Bar	9,675.26	
4601	Bar Supplies - Sundry Items	510	Civic Hall Bar	60.76	
4602	Bar - Stocktaking Costs	505	Coffee Shop	100.00	
4602	Bar - Stocktaking Costs	510	Civic Hall Bar	150.00	
4603	Bar - gas	510	Civic Hall Bar	111.85	
4650	Events - Civic Hall	500	Civic Hall	7,768.83	
4652	Civic Hall Performers	500	Civic Hall	12,399.33	
4654	Purchases for weddings/parties	500	Civic Hall	240.06	
4700	Ticket Sales Paid Over	500	Civic Hall	10,452.83	
4752	Purchases weddings etc- rech	500	Civic Hall	1,347.98	
4803	Chairmans Fund	200	Democracy		30.00
4805	Chairmans Awards	200	Democracy	1,624.37	
4998	Transaction Fees	500	Civic Hall	716.34	
4999	Bank Charges	110	Administration	273.07	
5000	Transfer to EM Reserves			190,000.00	
5001	Trnsfer from EM Reserves				202,076.00
Trial Balance Totals :				1,199,146.17	1,199,146.17
Difference				0.00	

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At : 11:03

Reprint of Purchase Ledger Payments Entered

Ledger No : 1			Month No : 3		Linked to Cash Book : 1		
Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorised	Amount Due	Disc Taken	Amount Paid	Invoice Balance
		Entertainers Show Providers Ltd	ENTERTAIN				
14/05/2018	14595	80s Mania-loss on show	BACS03 002	6,000.00	0.00	6,000.00	0.00
31/05/2018	14518	Islands in the stream- loss on	BACS03 001	5,400.00	0.00	5,400.00	0.00
					0.00	11,400.00	
				Above paid on : 06/06/2018		By BACS ENTERTAIN	
		Hoge 100 Business Systems Ltd	HOGE100				
29/05/2018	23592	web ales april 18	BACS03 003	237.96	0.00	237.96	0.00
					0.00	237.96	
				Above paid on : 06/06/2018		By BACS	HOGE100
		Main Brothers DIY	MAIN				
27/05/2018	37	filler, brushes etc	BACS03 004	112.83	0.00	112.83	0.00
					0.00	112.83	
				Above paid on : 06/06/2018		By BACS	MAIN
		Stanley Starz	STARZ				
31/05/2018	BEAUTY	beauty and the beast	BACS03 004	289.00	0.00	289.00	0.00
					0.00	289.00	
				Above paid on : 06/06/2018		By BACS	STARZ
		T A Cain	TACAIN				
20/05/2018	ISLANDS	Islands in the stream	BACS03 005	180.00	0.00	180.00	0.00
					0.00	180.00	
				Above paid on : 06/06/2018		By BACS	TACAIN
		Tyneside Foodservice Ltd	TYNESIDE				
10/05/2018	366630	hot dogs, crisps etc	BACS03 006	226.52	0.00	226.52	0.00
11/05/2018	367135	aft'noon tea - wedding 12/05	BACS03 006	182.98	0.00	182.98	0.00
					0.00	409.50	
				Above paid on : 06/06/2018		By BACS	TYNESIDE
		Washington Supplies	WASHINGTON				
25/04/2018	18128	mop heads etc	BACS03 007	262.42	0.00	262.42	0.00
					0.00	262.42	
				Above paid on : 06/06/2018		By BACS	WASHINGTON
				PAYMENT TOTALS		0.00	12,891.71

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At : 11:03

Reprint of Purchase Ledger Payments Entered

		Ledger No : 1	Month No : 3	Linked to Cash Book : 1			
Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorised	Amount Due	Disc Taken	Amount Paid	Invoice Balance
DLI Assoc Consett and Stanley Branch DLIASSOC							
06/06/2018	MIF657	MIF657- DLI assoc visit	BACS03 008	645.00	0.00	645.00	0.00
					0.00	645.00	
Above paid on : 06/06/2018						By BACS	DLIASSOC
PAYMENT TOTALS					0.00	645.00	

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Reprint of Purchase Ledger Payments Entered

		Ledger No : 1	Month No : 3	Linked to Cash Book : 1			
Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorised	Amount Due	Disc Taken	Amount Paid	Invoice Balance
		Quaking Houses Village Hall	QUAKING				
15/06/2018	MIF658	MIF658 Quaking Hses fun day	BACS03 009	1,400.00	0.00	1,400.00	0.00
					0.00	1,400.00	
				Above paid on : 18/06/2018		By BACS	QUAKING
				PAYMENT TOTALS	0.00	1,400.00	

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Reprint of Purchase Ledger Payments Entered

		Ledger No : 1	Month No : 3	Linked to Cash Book : 1			
Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorised	Amount Due	Disc Taken	Amount Paid	Invoice Balance
		Newsquest Media Group	ADVERT				
11/06/2018	25240006	Durham times 08/06	BACS03 015	114.00	0.00	114.00	0.00
				0.00		114.00	
				Above paid on : 20/06/2018		By BACS	ADVERT
		Crystal View	CRYSTAL				
04/06/2018	1664	window cleaning 04/06	BACS03 010	25.00	0.00	25.00	0.00
				0.00		25.00	
				Above paid on : 20/06/2018		By BACS	CRYSTAL
		Durham County Council	DCCRB				
06/06/2018	252656541	weighbridge May 18	BACS03 011	31.68	0.00	31.68	0.00
				0.00		31.68	
				Above paid on : 20/06/2018		By BACS	DCCRB
		Hoge 100 Business Systems Ltd	HOG100				
01/06/2018	23634	Stage it 1/7/18-30/6/19	BACS03 013	1,764.00	0.00	1,764.00	0.00
05/06/2018	23602	web sales May 18	BACS03 012	102.23	0.00	102.23	0.00
				0.00		1,866.23	
				Above paid on : 20/06/2018		By BACS	HOG100
		Lowes Hall Ltd	LOWESHALL				
15/06/2018	SINV00075125	Photo ID badge	BACS03 018	19.49	0.00	19.49	0.00
				0.00		19.49	
				Above paid on : 20/06/2018		By BACS	LOWESHALL
		Oakfield Junior School	OAKFIELD				
12/06/2018	PANTO-REFUND	Panto refund inv 1539 Oakfield	BACS03 016	298.00	0.00	298.00	0.00
				0.00		298.00	
				Above paid on : 20/06/2018		By BACS	OAKFIELD
		Shildon Town Council Appeal	SHILDONAPL				
14/06/2018	EVENT13/07	Shildon charity evening 13/07	BACS03 017	10.00	0.00	10.00	0.00
				0.00		10.00	
				Above paid on : 20/06/2018		By BACS	SHILDONAPL
		Normans of Billingham Ltd	STATIONERY				

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Reprint of Purchase Ledger Payments Entered

Ledger No : 1			Month No : 3	Linked to Cash Book : 1			
Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorised	Amount Due	Disc Taken	Amount Paid	Invoice Balance
14/05/2018	1407	credit labelling tape	BACS03 014	-50.36	0.00	-50.36	0.00
14/05/2018	7447	labelling tape etc	BACS03 14	65.80	0.00	65.80	0.00
14/05/2018	7779	suspension files	BASCS03 014	31.18	0.00	31.18	0.00
					0.00	46.62	
Above paid on : 20/06/2018						By BACS	STATIONERY
Technogrid Ltd			TECHNO				
13/06/2018	28798	maint contract- cash register	BACS03 019	102.00	0.00	102.00	0.00
					0.00	102.00	
Above paid on : 20/06/2018						By BACS	TECHNO
TNT International			TNT				
28/12/2017	08150296	handling fee lights	BACS03 022	53.52	0.00	53.52	0.00
28/12/2017	08150296-2	handling fee lights	BACS03 022	182.23	0.00	182.23	0.00
02/01/2018	08153337	handling fee -lights	BACS03 021	54.79	0.00	54.79	0.00
02/01/2018	0815337-2	handling fee -lights	BACS03 021	193.77	0.00	193.77	0.00
					0.00	484.31	
Above paid on : 20/06/2018						By BACS	TNT
PAYMENT TOTALS					0.00	2,997.33	

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Reprint of Purchase Ledger Payments Entered

		Ledger No : 1	Month No : 3	Linked to Cash Book : 1			
Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorised	Amount Due	Disc Taken	Amount Paid	Invoice Balance
		Annfield Plain Cricket Club	APCRICKET				
21/06/2018	MIF662	MIF662- AP cricket fun day	BACS03 024	300.00	0.00	300.00	0.00
					0.00	300.00	
				Above paid on : 25/06/2018		By BACS	APCRICKET
		Annfield Plain Women's Institute	APWI				
21/06/2018	MIF663	MIF663 Dumfries House	BACS03 025	150.00	0.00	150.00	0.00
					0.00	150.00	
				Above paid on : 25/06/2018		By BACS	APWI
		Catchgate and Annfield Plain AP	CATCHAAP				
21/06/2018	MIF660	MIF660-C/AP AP- summer/autumn	BACS03 023	1,775.00	0.00	1,775.00	0.00
					0.00	1,775.00	
				Above paid on : 25/06/2018		By BACS	CATCHAAP
		Tanfield Lea community Association	TANFIELDCA				
22/06/2018	MIF664	MIF664 confectionery	BACS03 026	150.00	0.00	150.00	0.00
					0.00	150.00	
				Above paid on : 25/06/2018		By BACS	TANFIELDCA
				PAYMENT TOTALS	0.00	2,375.00	

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Reprint of Purchase Ledger Payments Entered

Ledger No : 1			Month No : 3	Linked to Cash Book : 1			
Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorised	Amount Due	Disc Taken	Amount Paid	Invoice Balance
Harrison Flagpoles			FLAGPOLES				
15/06/2018	000062222	Flag pole survey	BACS03 024	130.80	0.00	130.80	0.00
					0.00	130.80	
Above paid on : 27/06/2018						By BACS	FLAGPOLES
Move it studios			MOVEIT				
12/06/2018	REFUND	Deposit not deducted	BACS03 026	50.00	0.00	50.00	0.00
					0.00	50.00	
Above paid on : 27/06/2018						By BACS	MOVEIT
Consett Rugby Club			RUGBY				
27/06/2018	MIF656	MIF656- rugby USA tour	BACS03 025	60.00	0.00	60.00	0.00
27/06/2018	MIF656-2	MIF 656 USA tour	BACS03 025	540.00	0.00	540.00	0.00
					0.00	600.00	
Above paid on : 27/06/2018						By BACS	RUGBY
Youth Connection Theatre Company			YOUTHCONN				
20/06/2018	MIF659	MIF659 Lucky Durham	BACS03 023	1,270.69	0.00	1,270.69	0.00
					0.00	1,270.69	
Above paid on : 27/06/2018						By BACS	YOUTHCONN
PAYMENT TOTALS					0.00	2,051.49	

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Stanley Town Council 2018-19

Page No 1

At 11:27

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
<u>101 Staffing</u>					
4000 Direct Salaries	154,582	148,617	143,550	143,550	32,947
4008 Training	2,000	1,450	2,000	2,000	645
4009 Clothing Costs	300	0	300	300	92
4010 Payroll SLA	1,500	1,789	1,500	1,500	1,962
4012 Recruitment	650	0	1,000	1,000	0
4013 HR Advice & Support	250	0	1,000	1,000	0
4014 Courses and Seminars	150	0	150	150	0
OverHead Expenditure	159,432	151,856	149,500	149,500	35,646
1075 Grants	0	785	0	0	0
Total Income	0	785	0	0	0
101 Net Expenditure	159,432	151,071	149,500	149,500	35,646
<u>105 Office Accommodation</u>					
4054 Insurance	8,000	2,518	8,000	8,000	0
4061 Accommodation Rent	0	3,000	13,738	13,738	0
4065 Repairs & Maintenance	250	8	250	250	0
OverHead Expenditure	8,250	5,526	21,988	21,988	0
Total Income	0	0	0	0	0
105 Net Expenditure	8,250	5,526	21,988	21,988	0

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Stanley Town Council 2018-19

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
<u>110 Administration</u>					
4054 Insurance	4,000	3,956	4,000	4,000	0
4065 Repairs & Maintenance	0	0	0	0	0
4073 Health and Safety	0	0	0	0	279
4077 Licences	0	475	0	0	0
4100 Telephones	300	300	300	300	0
4101 Mobile Phones	500	451	500	500	62
4102 Stationery	750	688	750	750	171
4103 Publications	100	0	100	100	29
4104 Postage	900	235	700	700	0
4105 Photocopying	600	781	600	600	150
4106 Subscriptions	4,400	4,129	4,400	4,400	4,207
4110 Audit External	2,100	2,000	2,100	2,100	-2,000
4111 Audit Internal	1,200	1,400	1,500	1,500	160
4112 Professional Fees	2,000	13,610	10,000	10,000	11,805
4114 Refreshments	200	90	200	200	0
4120 IT - Antivirus	100	16	80	80	0
4121 IT - Website Support	100	75	100	100	0
4122 IT - Email Maintenance	2,200	2,986	2,200	2,200	504
4123 IT - Support & Maintenance	4,000	1,108	4,000	4,000	253

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Stanley Town Council 2018-19

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At 11:27

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
4124 IT - Equipment	2,000	1,843	2,000	2,000	12
4125 IT - Software	500	1,622	800	800	129
4999 Bank Charges	1,250	1,661	2,000	2,000	246
OverHead Expenditure	27,200	37,427	36,330	36,330	16,005
1050 Interest	0	1,056	0	0	0
Total Income	0	1,056	0	0	0
110 Net Expenditure	27,200	36,371	36,330	36,330	16,005
111 Precept					
1176 Precept	674,837	674,837	706,256	706,256	353,128
1177 LCTRS Grant	112,039	112,039	117,132	117,132	58,566
Total Income	786,876	786,876	823,388	823,388	411,694
111 Net Expenditure	-786,876	-786,876	-823,388	-823,388	-411,694
115 Publicity					
4075 Advertising	6,500	3,308	5,000	5,000	0
4200 Stanley Life	15,000	0	10,000	10,000	0
4201 Annual Report	300	0	300	300	0
OverHead Expenditure	21,800	3,308	15,300	15,300	0
115 Net Expenditure	21,800	3,308	15,300	15,300	0

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Stanley Town Council 2018-19

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At 11:27

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
200 Democracy					
4020 DBS Checks	500	0	500	500	0
4066 Tools & Equipment	0	1,109	0	0	0
4102 Stationery	0	100	100	100	0
4114 Refreshments	0	247	100	100	-5
4800 Member Training	2,000	1,469	2,000	2,000	0
4801 Annual Parish Meeting	150	0	150	150	0
4802 Other Meetings	250	1,915	1,000	1,000	0
4803 Chairmans Fund	5,000	2,108	2,000	2,000	-30
4804 Freedom of the Town Award	250	0	0	0	0
4805 Chairmans Awards	0	0	3,000	3,000	1,624
4808 Election Costs	32,000	32,149	0	0	0
OverHead Expenditure	40,150	39,097	8,850	8,850	1,589
Total Income	0	0	0	0	0
200 Net Expenditure	40,150	39,097	8,850	8,850	1,589
300 Services					
4300 Environmental Services	67,500	64,300	19,129	19,129	4,106
4301 Tractors	0	50	0	0	0

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At 11:27

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		<u>Current Year</u>		
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD
4305 Front Street Regeneration	0	0	4,661	4,661	0
4310 Crime Prevention Initiatives	7,000	0	0	0	0
4312 Police Cars - Contribution	7,000	7,000	10,500	10,500	10,500
4313 Mini Police	4,400	0	0	0	0
4321 Detached Youth Project	30,000	30,000	30,000	30,000	0
4322 Road Safety Initiatives	3,000	301	0	0	0
4323 Defibrillators	2,000	0	0	0	0
4324 Money Advice Service	30,000	30,000	50,000	50,000	0
OverHead Expenditure	150,900	131,651	114,290	114,290	14,606
Total Income	0	0	0	0	0
300 Net Expenditure	150,900	131,651	114,290	114,290	14,606
<u>305 PACT House</u>					
4049 Rent	8,000	8,000	8,000	8,000	4,000
4054 Insurance	200	322	200	200	0
4112 Professional Fees	0	1,175	0	0	0
OverHead Expenditure	8,200	9,497	8,200	8,200	4,000
Total Income	0	0	0	0	0
305 Net Expenditure	8,200	9,497	8,200	8,200	4,000

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
<u>307 AP Community Room</u>					
4050 Rates	500	332	400	400	156
4051 Water Rates	300	0	300	300	0
4052 Electricity	300	353	300	300	103
4053 Gas	564	579	550	550	228
4054 Insurance	350	0	350	350	0
4065 Repairs & Maintenance	500	159	500	500	0
4112 Professional Fees	500	0	500	500	0
OverHead Expenditure	3,014	1,424	2,900	2,900	487
1060 Rent Income	2,000	0	1,500	1,500	30
Total Income	2,000	0	1,500	1,500	30
307 Net Expenditure	1,014	1,424	1,400	1,400	457
<u>310 Warden Service</u>					
4000 Direct Salaries	0	0	39,027	39,027	0
4005 Casual Staff	0	0	3,000	3,000	0
4008 Training	0	0	2,000	2,000	0
4009 Clothing Costs	0	0	3,000	3,000	0
4066 Tools & Equipment	0	0	2,200	2,200	0

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		<u>Current Year</u>		
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD
4101 Mobile Phones	0	0	2,000	2,000	0
4102 Stationery	0	0	500	500	0
4112 Professional Fees	0	0	2,500	2,500	0
OverHead Expenditure	0	0	54,227	54,227	0
310 Net Expenditure	0	0	54,227	54,227	0
320 Events					
4400 Music Festival	5,000	0	0	0	0
4401 Firework Festival	15,000	10,000	10,000	10,000	0
4402 Christmas Festival	10,000	9,952	0	0	0
4405 Blooming Good Fun	1,500	1,519	0	0	0
4407 Play in the Park	15,000	14,689	0	0	0
4410 Remembrance Services	400	510	500	500	0
4411 WW1 Commemoration	5,000	0	0	0	0
4412 Armed Forces Day	4,000	4,443	0	0	2,310
4413 Moria-Con	5,000	3,598	0	0	0
4418 Older People's Entertainment	1,000	850	0	0	0
4419 Other Events	0	-676	0	0	0
4420 Blue Plaque Scheme	1,200	448	1,200	1,200	0
4421 Events (External)	0	0	40,000	40,000	250

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
4423 Heritage Projects	5,825	3,386	5,000	5,000	0
4424 West Stanley Memorial	400	308	400	400	0
4439 Christmas Decorations	23,000	22,779	18,000	18,000	66
OverHead Expenditure	92,325	71,806	75,100	75,100	2,626
320 Net Expenditure	92,325	71,806	75,100	75,100	2,626
350 Environmental Services					
4000 Direct Salaries	0	0	91,889	91,889	6,870
4009 Clothing Costs	0	0	2,000	2,000	415
4058 Trade Waste	0	0	2,700	2,700	53
4065 Repairs & Maintenance	0	0	2,000	2,000	81
4066 Tools & Equipment	0	0	5,000	5,000	230
4130 Vehicle Leasing	0	0	0	0	872
4131 Vehicle Fuel	0	0	6,000	6,000	374
4133 Environmental Campaigns	0	0	5,000	5,000	0
OverHead Expenditure	0	0	114,589	114,589	8,895
4132 Winter Maintenance	0	0	2,200	2,200	0
Direct Expenditure	0	0	2,200	2,200	0
350 Net Expenditure	0	0	116,789	116,789	8,895

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
<u>400 Grants</u>					
4500 Members Initiative Fund	70,000	68,753	70,000	70,000	18,694
4502 Other Grants	55,153	42,046	0	0	9,473
4504 Youth Providers	0	0	15,000	15,000	0
OverHead Expenditure	125,153	110,800	85,000	85,000	28,167
Total Income	0	0	0	0	0
400 Net Expenditure	125,153	110,800	85,000	85,000	28,167
<u>450 Facilities Management</u>					
4000 Direct Salaries	0	0	108,979	108,979	0
OverHead Expenditure	0	0	108,979	108,979	0
450 Net Expenditure	0	0	108,979	108,979	0
<u>500 Civic Hall</u>					
4000 Direct Salaries	154,582	116,540	0	0	23,683
4005 Casual Staff	20,000	49,262	20,000	20,000	11,712
4008 Training	2,500	332	2,500	2,500	0
4009 Clothing Costs	1,100	879	1,200	1,200	0
4011 Travel & Subsistence	400	19	400	400	0

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>		Actual YTD
	Budget	Actual		Revised Budget	Actual	
4012 Recruitment	650	0	650	650	0	0
4050 Rates	8,000	8,015	8,100	8,100	2,474	
4051 Water Rates	3,500	1,549	3,000	3,000	322	
4052 Electricity	10,000	14,286	13,000	13,000	2,046	
4053 Gas	3,500	1,895	2,000	2,000	194	
4055 Cleaning	2,400	4,175	3,500	3,500	720	
4056 Alarm Maintenance	1,500	1,980	2,000	2,000	1,426	
4057 Window Cleaning	250	150	250	250	25	
4058 Trade Waste	2,000	1,150	1,500	1,500	1,186	
4059 Laundry	1,700	667	1,200	1,200	90	
4065 Repairs & Maintenance	2,500	6,771	2,500	2,500	487	
4066 Tools & Equipment	6,000	6,220	3,000	3,000	246	
4067 Furniture & Fittings	1,500	374	1,000	1,000	0	
4068 Structure	800	0	800	800	0	
4069 Pest Control	250	267	300	300	272	
4070 Crockery,Cutlery etc	1,000	0	500	500	0	
4071 Health & Safety - Fire	250	282	250	250	164	
4072 Health & Safety First Aid	200	64	200	200	0	
4073 Health and Safety	2,580	1,402	2,600	2,600	0	
4075 Advertising	5,000	8,681	0	0	689	
4076 Marketing & Promotion	2,500	8,028	15,000	15,000	623	

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
4077 Licences	2,000	3,045	2,000	2,000	3,654
4079 Security	500	179	500	500	0
4100 Telephones	3,200	3,103	3,200	3,200	959
4101 Mobile Phones	0	0	1,000	1,000	0
4102 Stationery	2,000	753	1,500	1,500	607
4104 Postage	800	2,175	1,500	1,500	65
4105 Photocopying	1,200	919	1,200	1,200	181
4114 Refreshments	0	6	0	0	0
4115 Hospitality	0	9	0	0	0
4120 IT - Antivirus	100	180	180	180	0
4121 IT - Website Support	200	0	200	200	0
4123 IT - Support & Maintenance	3,000	2,559	3,000	3,000	132
4125 IT - Software	200	548	500	500	89
4425 Technical Support	2,500	4,255	2,500	2,500	1,165
4650 Events - Civic Hall	15,000	43,996	0	0	23,953
4651 Events - Externally Organised	0	4	0	0	0
4652 Civic Hall Performers	11,200	12,714	10,000	10,000	12,399
4653 Summer Stage School	5,500	0	0	0	0
4654 Purchases for weddings/parties	0	1,865	0	0	240
4700 Ticket Sales Paid Over	0	71,709	0	0	13,269
4750 Resale Items	0	662	500	500	0

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>		
	Budget	Actual		Revised Budget	Actual YTD	
4751 Technical supp-rechargeable	0	715	1,000	1,000	80	
4752 Purchases weddings etc- tech	0	3,031	0	0	1,348	
4998 Transaction Fees	1,100	3,286	2,000	2,000	716	
OverHead Expenditure	283,162	388,699	116,230	116,230	105,216	
1000 Ticket Sales Retained	30,000	27,904	25,000	25,000	1,110	
1002 Ticket sales ret'd- Ext shows	0	5,166	0	0	842	
1005 Ticket Sales Non Retained	0	71,709	0	0	13,269	
1010 Hall Hire	70,000	61,111	70,000	70,000	8,315	
1012 Civic Players etc-Fees, Subs,	16,700	5,722	0	0	8,947	
1013 DCC Recharges	1,760	1,760	1,760	1,760	0	
1026 Table packages etc	0	1,074	500	500	392	
1028 Resale Items	0	833	500	500	0	
1029 Recharged buffet, disco etc	0	2,550	2,500	2,500	3,062	
1031 PRS income	0	40	150	150	0	
1032 Recharged technical	0	717	1,000	1,000	0	
1061 Rent Income - Town Council	0	3,000	0	0	0	
1081 Donations	0	3,666	0	0	0	
1091 Art Work Sales	150	4	15	15	9	
Total Income	118,610	185,255	101,425	101,425	35,943	
500 Net Expenditure	164,552	203,444	14,805	14,805	69,273	

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
505 <u>Coffee Shop</u>					
4000 Direct Salaries	34,525	37,258	0	0	5,251
4008 Training	100	0	0	0	0
4009 Clothing Costs	200	98	0	0	0
4055 Cleaning	100	0	0	0	0
4065 Repairs & Maintenance	250	149	0	0	0
4066 Tools & Equipment	500	113	0	0	0
4070 Crockery,Cutlery etc	0	50	0	0	0
4075 Advertising	600	0	0	0	0
4550 Coffee Shop-Drinks (Hot)	1,700	0	0	0	0
4555 Coffee Shop-Drinks (Cold)	1,800	0	0	0	0
4560 Coffee Shop-Food	10,000	13,646	0	0	1,255
4602 Bar - Stocktaking Costs	100	585	0	0	100
4625 Coffee Shop supplies	700	372	0	0	0
OverHead Expenditure	50,575	52,270	0	0	6,606
1200 Hot Drinks	1,500	214	0	0	50
1205 Cold Drinks	100	0	0	0	0
1210 Food sales	1,500	0	0	0	0
1220 Coffee Shop	30,000	36,320	0	0	2,629
Total Income	33,100	36,534	0	0	2,679
505 <u>Net Expenditure</u>	17,475	15,736	0	0	3,927

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Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
510 Civic Hall Bar					
4009 Clothing Costs	150	110	200	200	0
4066 Tools & Equipment	450	80	250	250	0
4070 Crockery,Cutlery etc	500	0	500	500	0
4102 Stationery	100	0	0	0	0
4560 Coffee Shop-Food	0	0	0	0	494
4600 Bar Stock	18,500	28,360	27,000	27,000	9,675
4601 Bar Supplies - Sundry Items	3,500	288	400	400	61
4602 Bar - Stocktaking Costs	650	943	900	900	225
4603 Bar - gas	800	288	400	400	112
OverHead Expenditure	24,650	30,068	29,650	29,650	10,567
1020 Bar Takings	48,000	63,905	65,000	65,000	9,866
1210 Food sales	0	0	0	0	252
Total Income	48,000	63,905	65,000	65,000	10,118
510 Net Expenditure	-23,350	-33,837	-35,350	-35,350	449
520 Loan Charges					
4996 PWLB Loan - Principal	20,000	20,000	40,000	40,000	0
4997 PWLB Loan - Interest	3,990	3,534	7,980	7,980	0
OverHead Expenditure	23,990	23,534	47,980	47,980	0
520 Net Expenditure	23,990	23,534	47,980	47,980	0

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At 11:27

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : 2018/19 Budget YTD Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>	
	Budget	Actual		Revised Budget	Actual YTD
<u>800</u>					
<u>Loan Costs</u>					
4156 Civic Hall - Structure	0	30,977	0	0	0
4160 Civic Hall - Equipment	0	7,082	0	0	0
4162 St Josephs House	0	0	0	0	190,000
OverHead Expenditure	0	38,059	0	0	190,000
1100 Loan	0	0	0	0	190,000
Total Income	0	0	0	0	190,000
800 Net Expenditure	0	38,059	0	0	0
Total Budget Expenditure	1,018,801	1,095,021	991,313	991,313	424,410
Income	988,586	1,074,411	991,313	991,313	650,464
Net Expenditure	30,215	20,610	0	0	-226,054

Stanley AAP Board Meeting - Monday 9th July 2018

County Durham Plan Preferred Options Stage - Consultation

Comments from Stanley AAP Board Members:

Cllr Olga Milburn – Local Plan, Neighbourhood Plan, and Town Plans – how do they feed into the process and could a Stanley Town/Neighbourhood Plan be created after the CDP has been adopted and will it have the same weight/importance?

Cllr Lyn Boyd – Comments regarding Vision and Objectives;

- How was the most sustainable and deliverable locations decided?
- Provide means to ensure infrastructure – how?
- Protect natural and built environment – Stanley is a unique location, whole centre of tourist attractions (Beamish Museum, Tanfield Railway, Causey Arch, Coast 2 Coast) yet not mentioned in the CDP
- Accessible transport – concern Stanley will become a thoroughfare for those living in Consett. With Stanley becoming a traffic bottleneck!
- Sustainable design – should cover all disabilities, Stanley should be disability and dementia friendly
- Transport – Stanley is close to A1, nearest place in County Durham to Newcastle and Gateshead which are major employment zones, yet CDP makes no reference to this

Kevin Howe, Public Rep – There are 20,000 empty homes across County Durham, have these been thought about in the housing figure? Is it 26k or 46k homes needed? What about enforcement and the Council using the powers given to it to deal with problem landlords?

Karen Brown, Stanley AAP Chair and Business Rep – Comments on behalf of Love Beamish & Stanley business network passed on to Officers, key points highlighted include:

- Traffic jams through Oxhill, concern that new houses in Consett will impact on safety around schools as all Consett traffic will pass by – need to look at travel to work patterns
- Allocation for Stanley in only 40 – why?
- Heritage links, very little reference in CDP to Beamish or Historic sites – why?
- Digital employment, Stanley and Tanfield should/could be hub for digital employment

Points from the Stanley AAP Forum Members / Public Gallery in attendance:

1. Closest town to Newcastle/Gateshead, yet CDP has no reference for Stanley and the North of County Durham to the Tyne – e.g. Newcastle Airport/Train Station are just as important as Durham Train Station and Tees Valley Airport. The jobs are in the Tyne.
2. Stanley is on 2 maps – North and North West.... Concern Stanley will become more of a commuter town
3. Council has the largest computer server in the area based at Stanley that covers the local area and into Newcastle – why is the CDP not looking at future technology opportunities to develop appropriate land offering for jobs in Stanley
4. Staff at the Stanley drop in event were professional and helpful, however, staff should encourage residents to fill in consultation forms at the events and assist them in doing so if needed
5. All new build homes need to have an Electric Vehicle Charging Point
6. Poor Electric Vehicle Charging infrastructure is preventing people from buying electric vehicles
7. Need to consider the re-introduction of grant aid for solar panels, electric vehicle charging points, wind turbines etc...
8. Business engagement services of Durham and Sunderland Councils are a joke (tried to relocate business from Thailand)
9. Skills sets of people in the North East are very poor
10. No industry in the North East, need to forget it and focus on alternatives such as investing in the Education Structure for foreign students
11. Disappointed that the CDP has no provision for public housing, the CDP is all about private housing
12. Appalling standards of the private rented sector for housing
13. Why can't we have the high quality and design used for purpose built student accommodation replicated in the public housing sector for homeless people?

14. People being homeless in County Durham is a huge problem and a response is needed, especially for young people
15. The CDP is a blank page for developers to make money
16. Before anything else is done on housing in Consett, need to look at transport and travel to work prior to development
17. Why is cheaper to travel by bus from Catchgate to Newcastle than Catchgate to Stanley....

Committee Action Log - updated 10th July 2018

Meeting Date	Minute Ref	Officer	Agenda Item	Action	Date Complete	Notes
09.05.18	365	Alan Shaw	Youth Services Budget	Town Clerk should look into joint working with the AAP and combining STC and AAP budgets to create a larger budget.	22.5.18	Plan presented to Council at the AGM and decided to keep budgets separate unless DCC's funding rules changed.
08.05.18	356	James Harper	World War One Remembrance	Event proposal to be developed for a beacon event to be held		
11.04.18	323		Payment Protection Policy	The new policy be approved and implemented	22.5.18	Done
10.04.18	311		Advice in County Durham Proposal	The Town Council to host the partnership networking event in June 2018		Event Booked in for 27th June
10.04.18	310		Armed Forces Day Proposal	Youth Connection Theatre Company be granted free use of the theatre and reception area for their performances of 'The Lucky Durhams'		Event Booked in and posters up
10.04.18	309		Stanley Advice Service	Partnership should be requested to resubmit their proposal to address the elements in the spec and budget set by Council		Revised Proposal on the Agenda for the meeting. Now approved.
14.03.18	287	Nicola James	9 - MIFs	Provide full list of MIFs Paid to Full Council	27.3.18	List provided to Full Council 27.3.18
14.03.18	286	Alan Shaw	8 - Grants	Arrange working group to look at applications	27.3.18	Working Group met and Recommendations agreed by Full Council 27.3.18
14.03.18	285	Alan Shaw	7 - Draft SLA Warden Service	Circulate contract when complete	27.3.18	Specification agreed by Full Council
14.03.18	284	Alan Shaw	6 - Advice Specification	Amend specification with suggestions from Committee	27.3.18	Specification agreed by Full Council
13.03.18	276	James Harper	7 - Stanley in Bloom	Calculate hours per week/month needed on the project		Ongoing. There are issues with the project. Cllr Carmichael's resignation has removed one partner from the project, Karbon Homes have pulled out of the project and we are currently trying to evaluate what work will be required to continue even at the same level as last year. A report to be brought to Committee in May. Council agreed in May to pull Stanley in Bloom 2018 to allow preparations for 2019
13.03.18	275	James Harper	6 - Grit Bin Service	Arrange for grit bins to be replenished. Liaise with Cllr Hampson to discuss proposed new bin locations. Provide costs to Finance along with cost of snow tyres	22.5.18	Bins are routinely replenished. Proposal for purchase of additional bins to go to Finance Committee on 11th April 2018. Budget was agreed at the AGM 2018
13.03.18	273	James Harper	4 - Public Participation	Email Billy Nixon back with a reply re: grit question	03.04.18	Done
10.01.18	236	Alan Shaw	7 - Recommendations from P & I Committee	Find out what Mental Health provisions Stars Youth and Community have and circulate to Members. MH to be included in the audit	26.01.18	
09.01.18	228	Nicola James	9 - Street Warden Service	Arrange meeting with Ian Hoult and Oliver Sherratt to discuss DCC Warden Service	10.01.18	Done

Meeting Date	Minute Ref	Officer	Agenda Item	Action	Date Complete	Notes
09.01.18	226	James Harper	7 - Updates	Arrange Christmas Lights working group meeting with members		outstanding
09.01.18	226	James Harper	7 - Updates	Meeting with diocese to discuss Louisa Memorial and update facilities on progress	20.2.18	Meeting held - report submitted to Council for 27th February 2018 meeting
09.01.18	226	James Harper	7 - Updates	Look into location for defibrillator at the bottom of the Front Street and bring proposal back to committee		ongoing
09.01.18	226	Nicola James	7 - Updates	Send new grants policy to applicants who have outstanding requests and ask them to resubmit their proposal	13.02.18	October Policy. Invite applicants to review policy, amend their application and resubmit
09.01.18	225	Alan Shaw	6 - Stars Youth and Community	Liaise with Darren McMahon to amend funding request to include carrying out an audit in relation to objective 3.2 in the medium term plan	26.01.18	
12.12.17	204	Alan Shaw	11 - Road Safety	Purchase speed visor with remaining budget		Chased Dave Clark/ John Ullathorne on 6.3.18
12.12.17	202	James Harper	9 - Christmas Lights	Set up a working group, with a geographical balance, to bring back a detailed proposal for a specification for Christmas Lights	9.1.18	Action repeated on 9.1.18
12.12.17	201	James Harper	8 - Christmas Events	Provide a breakdown of costs to help the Committee develop a specification for the event for 2018 and beyond	20.2.18	Events Specification submitted to Full Council for 27th February 2018
12.12.17	200	Alan Shaw	7 - Environmental Cleanup Team	Provide costings to the Committee to enable them to do a cost comparison	23.1.18	Decision taken to bring service in house by Full Council
15.11.17	177	Alan Shaw	11 - BACS Payments and E-Banking	Second current account be open for electronic payments and linked policies should be amended to reflect change to BACS payments	28.11.17	Done
14.11.17	163	Susan Oliver	8 - Christmas Events	Income from the traders be donated to the Town Mayor's Charity	outstanding	£100 collected and paid into STC account. Needs to be paid to Mayors Charity. Was paid over to SHAID before year end.
14.11.17	161	Alan Shaw	6 - Feedback from Fireworks Event	Council look into Street Wardens being present on the Front Street and costs for a fun fair be looked into	28.11.17	Comments noted by Council
11.10.17	136	Alan Shaw	14 - Financial Matter	Town Clerk to write off £600 owed from insolvent hirer of the Civic Hall	11.10.17	Done
11.10.17	135	Alan Shaw	13 - Staffing Matter	Fill the Bar Manager post over Christmas on temporary basis or fixed term contract	21.11.17	Done - temporary potholder left in February
11.10.17	133	Alan Shaw	11 - Member Motion	Schedule quarterly reports to meetings from the Town Mayor	24.10.17	Monthly reports now given at Full Council
11.10.17	132	Alan Shaw	10 - Apprentices	Recruit an apprentice through DCC; Town Clerk to lead the interviews and recruitment	21.11.17	Apprentice recruited and in post
13.09.17	98	Alan Shaw	9 - Report of the Chairman	Recommendations from the Report of the Chairman be implemented - see attachment T	13.12.17	Completed
12.09.17	88	Nicola James	9 - Chairman's Awards	The awards be renamed Town Mayors Awards, the policy be amended to state all people receive an award and the public should be invited to nominate recipients of the awards	outstanding	No nominations have been put forward by members despite several reminders from staff. Item is on Full Council agenda for 27th February 2018. Awards were held on 2nd May 2018

Meeting Date	Minute Ref	Officer	Agenda Item	Action	Date Complete	Notes
19.07.17	68	Alan Shaw	10 - Investment Opportunities	In consultation with the Chair of Finance, investigate suitable investment opportunities and bring back a report for consideration		outstanding - parked for now
18.07.17	56	James Harper	8 - Armed Forces Day	2018 preparations should begin ASAP	ongoing	Preparations progressing
18.07.17	54	Alan Shaw	6 - Police Cars	Arrange separate meeting to discuss police cars and neighbourhood wardens with Sgt Dave Clarke	23.1.18	Police Cars agreed at Full Council on 23rd January 2018
18.07.17	54	James Harper	6 - Mini Police	Make contact with Craig Johnson to discuss which schools want to join the project	25.8.17	Sgt Johnson was asked for proposals for the budget, no proposal has been submitted. The budget for this project was transferred into a Community Safety EM Reserve at year end. 2017/18
18.07.17	54	Alan Shaw	6 - Road Safety	A specific meeting be set up with John Ullathorne and Sgt Dave Clarke to discuss progression	23.11.17	Meeting held to discuss project. Proposals agreed at P&I on 12.12.17 (<i>Minute #203</i>).
18.07.17	54	James Harper	6 - Defibrillators	A defibrillator be placed outside Stanley Police Station	9.1.18	9.1.18 RESOLVED that sites should be identified at the top of Front Street and reported back to Committee (<i>Minute #226</i>)
18.07.17	54	Alan Shaw	6 - Christmas Festival	Write a specification for the Christmas Festival and bring back to Committee for approval	26.9.17	Specification agreed by Council (<i>Minute #118</i>)
18.07.17	54	Nicola James	6 - Old Peoples Entertainment	Fool's Gold to be booked to provide entertainment in Care Homes in Stanley	22.08.17	Performances held at 8 venues.
13.06.17	26	Alan Shaw	9 - Louisa Memorial	Liaise with the church to get the memorial secured, moved and stored.	ongoing	Report submitted to Council for the 27th February meeting. The application for the faculty has been submitted to the Church Commissioner and we are awaiting the outcome. The memorial is being moved imminently in time for the anniversary on 22/8/18
13.06.17	26	James Harper	9 - Veterans Badges	Badges should be re-presented to those who have them, by the Town Mayor on 25 June at Armed Forces	25.6.17	Done
13.06.17	26	Nicola James	9 - Youth Council	Project to be costed properly and brought back to Committee in future.	outstanding	1.6.17 Schools emailed to ask if they would participate. No response received. This action has not been progressed further.
13.06.17	26	Alan Shaw	9 - Project Submissions	Fly a Merchant Navy flag outside Civic Hall	3.9.17	Done
13.06.17	24	Nicola James	7 - Play in the Park	Evaluation data should be collected at each event i.e attendance figures, feedback from attendees, surveys, qualitative data etc and reported back to Council in due course	30.8.17	Was not done at the time, methodology should be agreed for future events



Stanley
Town
Council

Town Clerk's Report

1. Louisa Morrison Memorial

Contractors have been appointed to carry out the re-siting of the memorial to the Louisa Centre. The works are scheduled to commence on or shortly after the 19th July 2018. The contractors will create a stone surfaced surround for the memorial stone with a couple of small raised beds to create a suitable setting for the memorial. An event will be arranged for the 22nd August 2018 (the anniversary of the disaster) to re-dedicate the stone in its new setting.

2. Public Relations

The Clerk has appointed Creo Communications to work on the Comms strategy for the Town Council. The first projects will be the launch of the wardens service and a piece of work to highlight the work of the Council over the last 12 months, which will be pulled together as the basis of an application for a NALC Star award, which is a national awards scheme to recognise innovation in the local Council sector.

3. Events Contract

The Clerk has been in discussion with the preferred bidder in respect of the events contract. This appointment is subject to the approval of full council. However, steps have been taken and things put in place to ensure the delivery of the the Play in the Park events during the summer holidays will go ahead as scheduled.

4. Staffing Structure

Staff have been issued with the proposals and the Council is currently in the consultation period in respect of the new staffing structure. Meetings with trade unions and staff have been arranged. Committee will be appraised of the feedback from the consultation exercise at the conclusion of the consultation period on 9/10th August 2018.

5. Allotments

The County Council have been notified of Council's decision to decline the transfer of the allotment sites to the Town Council. Our assertion that we as a Council will not be accepting the transfer is supported by the following legal question:

"The Local Government (Parishes and Parish Councils) Regulations 1999

Reg 10 – Where immediately before the order date land in an area constituted as a parish by an order:

(a) is held by a district council for any purpose of the Allotments Acts 1908 to 1950; or

(b) is vested in a district council and used for those purposes,

it shall on the order date transfer to and be vested in the parish council for that parish or, if there is no such council, the parish meeting for that parish.

The above provision *appears* to be a duty placed on a principal authority to do something at a specific time – in the case where a principal authority (in this instance Derwentside District Council) failed to do so, it is not clear to me if the County Council can compel the Town Council to take this responsibility at a later date.

It is also the case that under section 15 of the Allotments Act 1922, a County Council appears to have concurrent powers to provide allotment sites – this provision was not repealed or amended by the above statute and is still in force. It is arguable that if the intention of Parliament was to require land vested in a County Council to be transferred, the above clause would have said that and made some amendment to section 15 of the 1922 Act."

The feedback from the County Council is that they will pass on this information to the scrutiny panel sub-group which is examining this matter at present and will revert to us as and when there is any development. At this stage DCC have not put forward any response. I will advise members when they do.

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Town Clerk
Stanley Town Council

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