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**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.

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**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.