

MINUTES of the FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL held at Stanley Civic Hall on Tuesday 15th October 2019 at 6.30pm

PRESENT: Cllr G Binney* Cllr H Clark Cllr M Davinson Cllr B Nair
Cllr J Kane Cllr J Nicholson Cllr L Timbey Cllr D Tully
Cllr C Hampson Cllr D Marshall

*Chairman

OFFICERS: Alan Shaw (Town Clerk)
Alan Tubman (Deputy Town Clerk)
James Harper (Operations Manager)
Ann Barry (Finance Officer)
Nicola James (Senior Administration Officer)

OTHERS IN ATTENDANCE: Cllr A Clegg & 1 member of the public

104 APOLOGIES FOR ABSENCE

Apologies from Cllrs J Stephenson & J McMahon were accepted by Committee.

105 DECLARATIONS OF INTEREST

None.

106 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

The Town Clerk reminded Members to turn their mobile phones off or switch them to silent. The meeting was being recorded by the Council & 1 member of the public.

107 PUBLIC PARTICIPATION

Nothing was received in writing before the meeting and there were no questions from the floor.

108 CONFIRMATION OF MINUTES

It was proposed by Cllr B Nair, seconded by Cllr J Nicholson and **RESOLVED** that Committee **APPROVE** the minutes of the Finance and General Purposes meeting held on 17th September 2019. The Chair signed them as a correct record.

109 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

It was proposed by Cllr M Davinson, seconded by Cllr C Hampson and **RESOLVED** that the Committee **APPROVE** the payment of accounts and **NOTE** the Bank Reconciliation for September 2019.

110 WORKING GROUPS

- (i) **Civic Hall WG:** It was proposed by Cllr M Davinson, seconded by Cllr L Timbey, and **RESOLVED** that Council should not appoint a quantity surveyor, the decoration of the Main Hall, the Bamburgh suite and the Community Meeting Room be undertaken and the refurbishment of the toilets be actioned as urgent.
- (ii) ***Civic Hall WG:** Members considered the pantomime proposal provided. Questions were raised by the Committee in relation to the cost of tickets, the accuracy of the budget information provided, the split percentage and the ideas relating to marketing / school workshops. The Town Clerk was asked to go back to the provider of the proposal and ask for clarification on the queries from Committee.

It was proposed by Cllr M Davinson, seconded by Cllr C Hampson and **RESOLVED** that the following recommendations be approved:

- (iii) **Events WG: Christmas Lights:** A real tree is to be provided at the existing tree site. Lights from the planter by the board school to be relocated to add to the tree by St Josephs School. No further lights will be provided this year.
- (iv) **Events WG: Remembrance Beacon:** Event to be held at 7pm on 10th November. Arrangements to follow the 2018 event with improved PA system.
- (v) **Events WG: Xmas Event:** To be developed with on-stage entertainment and carol concert with local schools to finish with the book attraction.

111 2020/21 BUDGET (FIRST ESTIMATE)**(i) *Draft Budget**

Members discussed the reports provided by the Town Clerk which included the Year to Date Expenditure/ First Estimate detail and the Budget First Estimate Report. It was agreed that this budget will be hard to set and that it would be difficult to add new expenditure. The Town Clerk was tasked to look at balancing the budget, particularly looking at the pantomime, neighbourhood wardens and the PWLB loan.

(ii) Budget Monitoring

The Town Clerk tabled a short report to go with Appendix I. Budget pressures have been flagged up, but there are no areas that are specific cause for concern. The Town Clerk was asked to discuss the Neighbourhood Warden SLA in relation to salaries and arrange the refurbishment of the toilets at an appropriate time.

112 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 19th November 2019, 6.30pm, Stanley Civic Hall.

These items were dealt with under closed session. It was proposed by Cllr M Davinson, seconded by Cllr L Timbey and **RESOLVED that the press and public be excluded due to commercial sensitivity.*