



# Stanley Town Council

## NOTICE OF MEETING

I hereby give notice that a meeting of the Finance and General Purposes Committee of Stanley Town Council will be held on Tuesday, the 19th November 2019 at 6.30pm at Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

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

J Stephenson*	G Binney§	H Clark	M Davinson	B Nair
J Kane	J McMahon	J Nicholson	L Timbey	D Tully
C Hampson∞	D Marshall∞			

You are hereby summoned to attend a meeting of the **Finance and General Purposes Committee of Stanley Town Council** to be held at **Civic Hall, Front Street, Stanley**, on **Tuesday 19th November 2019 at 18.30** in order to transact the following business:

Yours sincerely,

**Alan Shaw**  
**Town Clerk**  
**12th November 2019**

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

\*Chairman      §Vice-Chairman      ∞Ex-Officio

## A G E N D A

### 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.

### 3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** any 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 and General Purposes Committee meeting held on 15th October 2019.

#### 6 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Statutory Basis: Accounts & Audit (England) Regulations 2011

##### October 2019

Schedule of Payments	(ATTACHMENT B)
Schedule of Receipts	(ATTACHMENT C)
Bank Reconciliation & Balances	(ATTACHMENT D)

Committee is requested to **CONSIDER** the attached information and

- (i) **APPROVE** the payment of accounts for October 2019; and
- (ii) **NOTE** the Bank Reconciliation for October 2019.

#### 7 WORKING GROUPS

Minutes of the following working group meetings are attached for information:

Civic Hall Working Group	6th November 2019	(ATTACHMENT E)
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Committee is requested to:

- (a) **RECEIVE** the minutes of the Working Groups;
- (b) **NOTE** decisions taken by the Working Groups; and
- (c) **CONSIDER** Recommendations made by the Working Groups; and
- (d) **DECIDE** if any further action is required.

#### RECOMMENDATIONS

- (i) **Civic Hall WG:** A separate Structure meeting will no longer be required following the decision of Council in October 2019 (*#Minute 120 of 2019/20*)

*No Policy or Events WG Meetings were held in this reporting period.*

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**8 2020/21 BUDGET (Second Estimate)****(i) Draft Budget**

Year to Date Expenditure/ First Estimate detail  
Budget First Estimate Report

**(ATTACHMENT F)**  
**(ATTACHMENT G)**

**(ii) Budget Monitoring**

Budget Monitoring Report

**(ATTACHMENT H)**

A review of year to date expenditure with estimated out-turn. Variances highlighted and actions proposed if there appears to be an overspend forecasted.

Committee is requested to **CONSIDER** these matters and **DECIDE** if any action is required

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

Tuesday 10th December 2019, 6.30 pm, Civic Hall, Stanley.

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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.*