

MINUTES of the **FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held at Stanley Civic Hall on Tuesday 18th February 2020 at 6.30pm

PRESENT: Cllr G Binney * Cllr M Davinson Cllr J Kane Cllr J Nicholson
Cllr L Timbey Cllr D Tully Cllr C Hampson

*Chairman

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

IN ATTENDANCE: Cllr A Clegg

ABSENT: Cllr J McMahon

188 APOLOGIES FOR ABSENCE

Apologies from Cllrs J Stephenson, H Clark, B Nair & D Marshall were accepted by Committee.

189 DECLARATIONS OF INTEREST

None.

190 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 Town Council.

191 PUBLIC PARTICIPATION

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

192 CONFIRMATION OF MINUTES

It was proposed by Cllr M Davinson, seconded by Cllr D Tully and **RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 10th December 2019 and the minutes of the Extra-Ordinary Finance & General Purposes Committee meeting held on 14th January 2020 be **APPROVED** and signed as a correct record.

193 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

It was proposed by Cllr M Davinson, seconded by Cllr L Timbey and **RESOLVED** that the Committee **APPROVE** the payment of accounts for January 2020 and **NOTE** the bank reconciliation for January 2020.

194 WORKING GROUPS

The Town Clerk discussed the minutes of the Civic Hall Working Group held on 5th February 2020. Committee had no questions.

The Town Clerk discussed the minutes of the Events Working Group held on 7th February 2020. It was proposed by Cllr M Davinson, seconded by Cllr J Nicholson and **RESOLVED** that the Play in the Park event at Annfield Plain Park be held on the Saturday 22 August as proposed at the Events Working Group. Offers were also tasked to come up with an alternative name for the Christmas Tree Light Switch On event.

The Town Clerk noted the minutes of the Policy Working Group held on 7th February 2020. Committee **APPROVED** the attached Member's Allowances policy and **DEFERRED** the approval of the Recruitment policy until it had been reviewed again by the Policy Working Group along side a management guide/toolkit.

195 STRATEGIC GRANTS FUND PANEL

The Town Clerk discussed the minutes of the Strategic Grant Fund Working Group held on 31st January 2020. Committee **RECOMMEND** that Full Council adopt the amended policy, application form and guidance notes.

196 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*

197 STAFFING MATTER

The Committee considered the new job description proposed and **RECOMMEND** that Full Council implement the new post and advertise internally first.

The JD is to be amended due to an error re: flexible working policy.

The Town Clerk is to ask for expressions of interest from officers as soon as practicably possible.

198

DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 10th March 2020, 6.30pm, Stanley Civic Hall.