

**MINUTES** of the **FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held at Stanley Civic Hall on Tuesday 10th March 2020 at 6.30pm

**PRESENT:** Cllr J Stephenson \*      Cllr G Binney      Cllr H Clark      Cllr B Nair  
                 Cllr J Kane                      Cllr J Nicholson      Cllr L Timbey      Cllr C Hampson  
                 Cllr D Marshall  
                 \*Chairman

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

220                      **APOLOGIES FOR ABSENCE**

Apologies from Cllrs M Davinson, J McMahon & D Tully were accepted by Committee.

221                      **DECLARATIONS OF INTEREST**

None.

222                      **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.

223                      **PUBLIC PARTICIPATION**

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

224                      **CONFIRMATION OF MINUTES**

It was proposed by Cllr L Timbey, seconded by Cllr G Binney and **RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 18th February 2020 be **APPROVED** and signed as a correct record.

225                      **ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**

It was proposed by Cllr B Nair, seconded by Cllr C Hampson and **RESOLVED** that the Committee **APPROVE** the payment of accounts for February 2020 and **NOTE** the bank reconciliation for February 2020.

**226 WORKING GROUPS**

It was proposed by Cllr B Nair, seconded by Cllr L Timbey and **RESOLVED** that Committee **RECEIVE** the following minutes:

Civic Hall Working Group - 4th March 2020

Events Working Group - 6th March 2020

Policy Working Group - 6th March 2020

**227 INTERNAL AUDIT**

(i) Committee **RECEIVED** the following reports from the internal auditor which were all given **FULL Assurance**

Income Collection & Banking

Bar Income Collection

Corporate Governance

Budget Setting / Monitoring

The Committee also noted the Action Plan for Income collection & Banking which recommended that the Duty Manager confirms the income handed over which reconciles to the Z reading by initialling the Z reading.

(ii) It was proposed by Cllr D Marshall, seconded B Nair and **RESOLVED** that Gordon Fletcher be offered a further three year contract for his audit services.

**228 EXCLUSION OF PRESS AND PUBLIC\***

\*Recording of proceedings was stopped at this point.

Committee **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:  
Consideration of personal information in respect of nominated persons.*

**229 TOWN MAYORS AWARDS**

Members discussed the Town Mayors Awards Policy and **RECOMMENDED** that the Policy Working Group look into the detail around repeat/multiple awards, the maximum number that can be awarded and the Mayors discretion in deciding who receives an award.

It was proposed by Cllr D Marshall, seconded by Cllr B Nair and **RESOLVED** that the 7 nominees each receive a Town Mayors Award this year.

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

Tuesday 21st April 2020, 6.30pm, Stanley Civic Hall.