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**MINUTES of the FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held via Microsoft Teams on Tuesday 9<sup>th</sup> March 2021 at 6.30pm

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

**OFFICERS:** James Black (Town Clerk)  
Alan Tubman (Deputy Town Clerk)  
Ann Barry (Finance Officer)  
Nicola James (Senior Administration Officer)

Before the Chair opened the meeting, she made the following announcement:

Good evening everyone and welcome to our Finance & General Purposes Committee meeting. This meeting is taking place on Tuesday 9<sup>th</sup> March 2021 at 6.30pm and is streamed live to YouTube. It will be available for a minimum of 6 months. Please be aware footage from meetings could be used in media broadcasts. I am Jeanette Stephenson, Chair of the Finance & General Purposes Committee, and I would like to extend a warm welcome to Members, Officers, members of the public and media who are watching this live stream.

**103 APOLOGIES FOR ABSENCE**

None.

**104 DECLARATIONS OF INTEREST**

The following Members declared an interest in Item 14 – Staffing Report and will leave the meeting during the discussion and vote:

Cllrs M Davinson, D Tully & J Stephenson

Cllr J McMahon declared a pecuniary interest in Item 7 – Events Management Contract and will leave the meeting during the discussion and vote.

**105 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR**

None from the Chair.

The Town Clerk noted that officers are looking forward as to how the easing of lockdown will affect the reopening of the Civic Hall.

The Town Clerk also confirmed that everyone in attendance could hear, see, and had a copy of the papers.

**106 PUBLIC PARTICIPATION**

Nothing was received in writing before the meeting.

**107 CONFIRMATION OF MINUTES**

It was proposed by Cllr L Timbey, seconded by Cllr C Hampson and **RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 9<sup>th</sup> February 2021 be **APPROVED** and signed as a correct record.

**108 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**

It was proposed by Cllr G Binney, seconded by Cllr B Nair and **RESOLVED** that the Committee:

**APPROVE** the payment of accounts for February 2021;

**NOTE** the bank reconciliation for February 2021;

*\* Cllr J McMahon left the meeting*

**109 EVENTS MANAGEMENT CONTRACT**

Members considered the report provided by the Town Clerk. It was proposed by Cllr M Davinson, seconded by Cllr B Nair and **RESOLVED** by unanimous vote that the Committee **RECOMMENDS** to Full Council that:

- (i) Council rolls over the final year of the contract with Alan Hillary Events Ltd to cover the year 2021/22
- (ii) Council requests Officers explore possible options for the events contract for 2022/23 and beyond, and present a report to Finance and General Purposes at the later date
- (iii) Council rolls over funding for the cancelled 2020 Stanley Events, fireworks event
- (iv) Council requests Officers to explore options to ensure the Stanley Events fireworks event continues beyond 2021
- (v) Council requests Officers to focus time on planning potential events and approves looking to increase partnership working to add greater value to the events

It was also requested that Officers look into opening a Summer Cinema and report back to the Committee.

*\* Cllr J McMahon returned to the meeting*

## 110 BUDGET PLAN

Members considered each of the recommendations in the report from the Town Clerk separately.

### 5.1 – Strategic Plans

It was proposed by Cllr L Timbey, seconded by Cllr M Davinson and **RESOLVED** that the following strategic plans be produced by Officers and presented to the Committee:

- i. Civic Hall capital works programme including improvement works
- ii. Community Engagement Plan
- iii. Environmental Services Strategic Plan
- iv. Civic Hall Strategic Plan
- v. Grant Funding Strategic Plan

### 5.2 – Expenditure

It was proposed by Cllr B Nair, seconded by Cllr G Binney and **RESOLVED** that all other areas of expenditure are delegated to the Town Clerk, in line with the budget heading, reportable to the Finance and General Purposes Committee on a regular basis.

### 5.3 – Marketing Arrangements

It was proposed by Cllr M Davinson, seconded by Cllr L Timbey and **RESOLVED** by recorded vote that the current arrangements with CREO continue but that Officers need to increase communications with CREO to make better use of the contract.

### 5.4 – Environmental Services Vehicle

It was proposed by Cllr L Timbey, seconded by Cllr C Hampson and **RESOLVED** that the current vehicle hire is continued until after the Elections and that the Town Clerk provide a feasibility report to the Committee on the costs of purchase vs the costs of hire over 3 years.

*\* Cllr J Nicholson left the meeting*

### 5.5 – Durham County Council Contracts

It was proposed by Cllr L Timbey, seconded by Cllr C Hampson and **RESOLVED** by recorded vote that Committee **RECOMMENDS** that Full Council continue with the current contracts for the year 2021/22.

\* *Cllr J Nicholson returned to the meeting*

#### 111            **EVENTS WORKING GROUP**

The Deputy Town Clerk presented the minutes from the January & February 2021 Events Working Group meetings. It was proposed by Cllr B Nair, seconded by Cllr G Binney and **RESOLVED** that the minutes be **NOTED**.

#### 112            **POLICY WORKING GROUP**

The Deputy Town Clerk presented the minutes from the January 2021 Policy Working Group meeting. It was proposed by Cllr B Nair, seconded by Cllr G Binney and **RESOLVED** that the minutes be **NOTED**.

The Committee thanked both Officers and Members who have sat in both the Events & Policy Working Groups.

#### 113            **ST CUTHBERT & TANFIELD**

The Deputy Town Clerk presented his report. It was proposed by Cllr L Timbey, seconded by Cllr G Binney and **RESOLVED** that the project be supported with the remaining Heritage budget of £4694.

#### 114            **BUILDING COMPLIANCY**

Committee **NOTED** the report from the Town Clerk.

*Item 15 – date, time and venue of the next meeting was dealt with at this point*

#### 115            **EXCLUSION OF PRESS AND PUBLIC**

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: Staffing confidentiality.*

\* *A Tubman, N James and Cllrs M Davinson, D Tully & J Stephenson left the meeting*

\* *Cllr G Binney chaired the meeting from this point*

#### 116            **STAFFING REPORT**

It was proposed by Cllr L Timbey, seconded by Cllr B Nair and **RESOLVED** by unanimous vote that the Committee **RECOMMENDS** to Full Council that:

- (i) The staffing restructure report be amended (Environmental Services Team Leader from Grade 7 to Grade 8) in-line with the consultation findings in point 3.
- (ii) The current ringfencing arrangements should remain as set out in the original context statement.
- (iii) The staffing restructure be implemented (formally delete the posts and make redundant any officers of whom currently hold a post that is not subject to ringfencing/slot-in.)
- (iv) Any officer that is subject to ringfencing and the following interview is unsuccessful is made redundant.
- (v) Any contractual notice pay and/or redundancy pay be made.

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

Tuesday 13<sup>th</sup> April 2021, 6.30pm, via Microsoft Teams.