

THE MINUTES OF THE MEETING OF THE

FINANCE AND GENERAL PURPOSES COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 1<sup>ST</sup> FEBRUARY 2010

PRESENT: COUN T JONES (CHAIR)

Mesdames: L Wood, J I Measor & J Black

Messrs: J Alvey, W M Jeffrey, H Bennett MBE, R Curtis,  
D Langan, C J Metcalfe, C Robbins & E W Hall

**MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE ANY  
INTEREST PREJUDICIAL OR PERSONAL IN ACCORDANCE  
WITH THE CODE OF CONDUCT.**

149. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and approved on behalf of Councillors S McDonnell, (on holiday), J Hardy, (at a meeting at DCC), C Austin, (upset stomach), G Cowie, (personal), and R Jones, (family illness).

In considering the apologies submitted Members were not satisfied with the reason of “personal” being given and they felt this was a loop hole that was being used too easily. The Town Clerk had already taken advice of this matter and if personal was offered as a reason it was up to the Council if they accepted the apology for absence.

**RECOMMENDED that the information given, be noted, and that the Leader draw to Member’s attention the implications of not giving full reasons for absences.**

150. HEALTHWORKS PRESENTATION

The Chairman welcomed Fiona Maher, Healthworks Co Ordinator and Amy McKenna, Community Project Officer.

Ms Maher gave a progress report on the services being offered at the Healthworks at Easington now a year on since her last attendance at the Town Council.

The Chairman opened the meeting for a question and answer session and in closing the Chairman thanked the representatives for their attendance.

The comment was made that much had been done at Healthworks could possibly be replicated at The Pavilion.

**RECOMMENDED that the information given, be noted.**

151. THE MINUTES OF THE LAST MEETING a copy of which had been circulated to each Member, were agreed.

152. THE REPORT OF THE FINANCE SUB COMMITTEE MEETING OF 14<sup>TH</sup> JANUARY 2010 copy of which had been circulated to each Member, was agreed.

153. CHANGE OF AUDIT MANAGER

Members were circulated with details of a change in Audit Manager from Paul Heppell to Gill Gittins with immediate effect.

**RECOMMENDED that the information given be noted.**

154. BUCKINGHAM PALACE GARDEN PARTY

Members were circulated with a copy of details on this event and offering the opportunity to put forward a nomination for the place from Durham.

Councillor Bennett MBE was interested but had already attended a previous Garden Party and asked if the Clerk could investigate if he could attend again. Any other Member interested in attending were asked to contact the Office. The Council Policy would apply that if a place was subsequently offered, attendance would be totally at the individual's cost.

**RECOMMENDED that the action be taken as requested.**

155. THE ROLE & APPOINTMENT OF PARISH & TOWN COUNCIL REPRESENTATIVES TO THE STANDARDS COMMITTEE

Members were circulated with information forwarded by the Standards Committee on the role and appointment of Parish & Town Council representatives to the Standards Committee.

**RECOMMENDED that the information given, be noted.**

156. NOTIFICATION TO PARISH & TOWN COUNCILS CONCERNING COMPLAINTS ABOUT THEIR MEMBERS AND THE STANDARDS COMMITTEE

Members were circulated with information forwarded by the Standards Committee on notifications to Parish & Town Councils concerning complaints about their Members and the Standards Committee. The Town Clerk intended seeking clarification on this advice as it was not straightforward.

**RECOMMENDED that further information on this matter be awaited.**

157. “HEAT OR EAT” – FUEL POVERTY SEMINAR – DELEGATE’S REPORT

Members were circulated with a copy of the delegate’s report(s) following their attendance at this event.

**RECOMMENDED that the information given be noted.**

158. RESOLUTION TO EXCLUDE THE PRESS & PUBLIC  
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS & PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

159. STOCKTAKE SUMMARY SHEETS & INCOME FROM LICENCED PREMISES

Members were circulated with a copy of stock take sheets for the three licensed premises belonging to the Town Council. Following a query at the last meeting information was circulated on the gross profit on Shotton Hall Banqueting Suites over the previous 12 months.

A Member raised a query that there had been no waste at all at either the Football Club or The Pavilion and he asked that confirmation be obtained from the Facilities Manager that this was correct.

**RECOMMENDED that the reports be accepted and the matter of waste at the Football Club and The Pavilion be taken up with the Facilities Manager.**

160. INTERNAL AUDIT ARRANGEMENTS – OFFERS TO PROVIDE A SERVICE

Consideration was given to the report of the Town Clerk on the provision of an internal audit service for the Town Council for 2010/11.

**RECOMMENDED that the offer received from Ms K Bertram of Darlington, be accepted to provide consultancy internal audit services at a cost of £120.00 per day, an estimated cost of £2,400.00 for the 2010/11 financial year.**

161. JARVIS ROAD FOOTWAY – TEMPORARY CLOSURE

Members were circulated with details of a Temporary Footpath Closure Order for the footpath at Jarvis Road between Fairbairn Road and Ramsey Close to be closed from 15<sup>th</sup> February until August 2010, whilst a housing development was undertaken.

**RECOMMENDED that the information given, be noted.**

162. ZURICH - LOCAL COUNCIL ADVISORY SERVICE RENEWAL 2010

The Town Clerk asked for approval to renew this subscription with Zurich.

**RECOMMENDED that this subscription be renewed at a cost of £145.00 plus vat.**