

MINUTES OF THE FINANCE & GENERAL PURPOSES COMM OF THE 2ND
DECEMBER 2013

THE MINUTES OF THE MEETING OF THE

FINANCE AND GENERAL PURPOSES COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 2ND DECEMBER 2013

PRESENT: COUN R KYLE (CHAIR)

Mesdames:- L Wood, C Baty, M Milsom, K Liddell, S
Simpson & M Thompson

Messrs:- J Alvey, W M Jeffrey, A Watson, D Milsom, C J
Metcalf, R Curtis & S Miles

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

81. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors V Watson,
(college), L Cook, (work), D Sillito, (ill), G Cowie, (ill) and C
Robbins, (holiday).

82. BUILDINGS REPORTS – SHOTTON HALL & EDEN LANE

The Chairman welcomed Ashton McGregor and Lee Dayes from
Dayes Kenyon Associates Limited, Structural Engineering
Consultants. It was reported that it was now nearly a year since the
reports were commissioned and written for Shotton Hall and Eden
Lane. There was considerable discussion on the works and what the
priorities were. It was suggested that the urgent works should be re

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tendered and then approval be given to go ahead within the current financial year.

RECOMMENDED Dayes Kenyon amend the existing specifications for works required to the guttering at Eden Lane to now include signage and high level windows. As soon as the specification was satisfactorily amended this scheme go out to tender during the 2013/145 financial year.

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

Matters Arising

(i) Minute Number 71 – NALC Larger Local Councils Meeting

To note at the Council Meeting it was **RESOLVED** that it be agreed that Councillor Jeffrey represent the Town Council at the Conference in London on 27th November 2013.

(ii) Minute Number 73 – New Model Standing Orders

To note at the Council Meeting it was **RESOLVED** when amended copies be given to Members, electronically wherever possible/applicable.

(iii) Minute Number 74 – Former Eden Community Primary School

To note at the Council Meeting it was **RESOLVED** it be noted it was the two school sites, Infant and Junior.

84. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Miss V Watson, (ill), L Cook, (work), D Sillito, (ill), C Robbins, (holiday) & G Cowie, (ill).

85. THE REPORT OF THE FINANCE SUB COMMITTEE MEETING OF THE 21ST NOVEMBER 2013 a copy of which had been previously circulated, was accepted.

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86. DURHAM ASSOCIATION NEWS, ISSUE 45 – NOVEMBER 2013

In considering this newsletter there was considerable discussion on the extract relating to traveller encampments and the Horse Fair.

RECOMMENDED an invitation be extended to Jeanette Stephenson, Community Safety Involvement Officer and County Councillor L Hovvels, to a future meeting.

87. CENTENARY OF WW1 – RENOVATION & CONSERVATION OF WAR MEMORIALS

There was considerable discussion on the condition of the current memorial and several issues were raised regarding the protocols at the laying of the wreaths.

RECOMMENDED:-

- (i) the possibility of funding be investigated;
- (ii) consideration be given to improving the condition of the Memorial Stone;
- (iii) discussions be held with the Organiser to improve the programme for the laying of the wreaths on Remembrance Sunday.

88. EVENT PLAN PROGRAMME FOR 2014-2015

Consideration was given to this report and it was asked if further information could be provided to assist with future consideration of events including the attendance numbers for the events held this year, and their success or otherwise.

RECOMMENDED this be considered further at the Council Meeting.

89. COUNTY DURHAM ASSOCIATION OF LOCAL COUNCILS – FUNDING FOR SECRETARIAT

D.M.

Consideration was given to this matter and it was reported that there would be further meetings held to discuss this important matter further. Councillor Jeffrey advised that he was to attend a meeting at Darlington on 4th December where this matter would be discussed in more detail.

RECOMMENDED approval be given for Councillor Jeffrey to attend this meeting and further developments be awaited.

90. EAST DURHAM ASSOCIATION OF PARISH & TOWN COUNCILS

(i) MEETING DATES FOR EDAPTC MEETINGS

Members were circulated with the forthcoming meeting dates for this Association and agenda items for future meetings were invited.

RECOMMENDED the information given be noted.

(ii) TRAVELLER ENCAMPMENTS & ANNUAL HORSE FAIR

Members had discussed this issue earlier in the meeting where it had been agreed to invite an Officer along to a future meeting to discuss the concerns that Members had in dealing with this difficult issue.

RECOMMENDED the information given be noted and the Association be advised of the Town Council's invitation.

91. NOTICE OF DESIGNATION OF A NEIGHBOURHOOD AREA BY MONK HESLEDEN PARISH COUNCIL

Members were advised that Durham County Council had now approved the Designation of the Monk Hesleden Neighbourhood Area.

RECOMMENDED the information given be noted.

92. NALC LARGER COUNCILS COMMITTEE - DETAILS OF NOMINATIONS

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Members were advised that the North East had been successful in Councillor Jeffrey and Councillor W Smith from Horden being successful in being elected to the NALC Larger Local Councils Committee in London on 27th November 2013. This meant that there was now representation for County Durham on this national committee. A further meeting was to be held in London on 10th December 2013, Councillor Jeffrey would attend with travelling costs being claimed from NALC in accordance with the usual practice.

RECOMMENDED the information given be noted.

93. INTERNAL AUDITS – RISK MANAGEMENT & CORPORATE GOVERNANCE

The Terms of Reference for the review of the risk management arrangements to be carried out by the Internal Auditor were circulated and accepted. The Town Clerk advised that this review was particularly appropriate in considering the recommendations made by the external auditors and she had been in touch with the Town Councils Insurers for a cost for them to provide support with internal Risk Management training for Members and Officers.

RECOMMENDED the internal audit report and the cost proposal from Zurich Municipal for risk management support and training, be awaited.

94. ESTIMATES OF INCOME & EXPENDITURE 2014/15

The Town Clerk gave Members details of a further letter from Durham County Council in relation to next years precept and the Local Council Tax Support Grant Scheme. She asked Members for an initial guide to how Members wished for her to prepare the budget in terms of decrease, standstill, increase etc and she reported on nearby councils who were considering substantial increases.

RECOMMENDED a Special Council Meeting be held in January 2014 to agree and set the budget with the various options being given for Member's consideration.

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95. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1960 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

96. STOCK REPORTS PERIODS ENDING 22ND OCTOBER 2013
(A) Shotton Hall
(B) The Pavilion

Consideration was given to the stock reports for the above period for all of the Town Councils licensed premises. Concern was expressed on the level of wastage at The Pavilion and it was asked that this be investigated further and update be given to Members.

RECOMMENDED that the reports be accepted and the information as requested be obtained.

97. INCREASE IN PRICES

This item had been referred to Members to seek their endorsement of the recommendation made by the Shotton Hall Sub Committee held on 25th November 2013, to increase draught beers and lagers prices immediately by 30p per pint.

There was considerable discussion on this matter. Councillors D Milsom, S Miles, R Kyle & R Curtis were totally against this increase and wished for their feelings to be formally recorded.

RECOMMENDED approval be given to the price of beers and lagers at Shotton Hall be increased by 30p per pint effective immediately and plenary powers be granted for this action.

D Milsom

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