

THE MINUTES OF THE MEETING OF THE
FINANCE AND GENERAL PURPOSES COMMITTEE
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE
ON MONDAY 4TH JULY 2016

PRESENT: COUN K HAWLEY (CHAIR)

Mesdames:- S Simpson, L M Wood, M A Cartwright,
S McDonnell & V Watson

Messrs:- D Sillito, W M Jeffrey, C Watkins, L Cook,
R J Curtis, A Watson & C J Metcalfe

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

**The Chairman advised Members of the committee that part of the
meeting may be recorded by both audio and video, and it may be that
photographs were taken.**

Prior to the meeting the Chair reported the recent passing of former District
Councillor and Leader Derek Thompson.

23. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors C J
Robbins, (hospital appointments), G Cowie, (ill), J I Measor, (ill), H
Bennett MBE, (ill) and K Liddell, (ill).

**RECOMMENDED the Council approve the reason submitted for
absence received from the Councillors listed, on the grounds given
above, and their apologies for absence be recorded.**

24. THE MINUTES OF THE LAST MEETING a copy of which had been previously circulated, were approved.

Matters Arising

(a) Minute Number 10 Mayor's Personal Allowance

To note at the Council Meeting it was resolved the allowance remain as set within the current budget.

(b) Minute Number 19 – Land Adjacent to 9 Marwood Grove

To note at the Council Meeting there were no objections offered to this application

(c) Member's Allowances – Advice

Members were circulated with further advice received on this matter. There was discussion on the failure to attend council meetings and it was felt that introducing this policy would encourage better or improved attendance by Councillors. The allowance would be withdrawn following a failure to attend a council meeting in an eight week period, it would then be re started when they returned.

RESOLVED a Member's allowance be stopped if they had not attended a Council meeting for an eight week period and standing orders be amended to reflect this change in policy.

(d) CDALC Subscription Charge

Members were given the details of this subscription charge as follows:-

CDALC Subscription charge 2016/2017	£
Electorate of 15,376 @ 10p per elector for CDALC	1,537.60
Electorate of 15,376 @ 6.6p per elector for NALC	1,014.82
Plus LCR Magazine (6 @ £13.50)	

It was felt the Council needed to consider if they were getting value for money from all of its various subscriptions, including this one and it was asked that further details on the benefits of membership be reported back for Members

RECOMMENDED a further report on the benefits of membership of CDALC and NALC be awaited.

25. THE REPORT OF THE FINANCE SUB COMMITTEE MEETING OF THE 23RD JUNE 2016 a copy of which had been circulated to each Member, was approved.

The Acting Town Clerk requested endorsement of action taken in ordering a new work station for the newly appointed Town Clerk.

RECOMMENDED the action taken, be endorsed.

26. MINUTES OF THE SCRUTINY COMMITTEE HELD ON 10TH JUNE 2016 copies of which had been circulated to each Member, were approved, subject to the alteration to Councillor Hawley being shown as in attendance and not Liddell as stated, being made.

Members were asked to provide feedback or any items they wished for this Working Party to consider.

RECOMMENDED the information given, be noted.

27. PUBLICATIONS, MINUTES, BULLETINS ETC
- (a) Durham Association Newsletter 57 – June 2016
 - (b) Minutes of the AGM of the East Durham Association of Parish & Town Councils of 13th October 2015
 - (c) Training – Your council, Your finances, Your responsibility, 8th September 2016, Shotton Hall, Peterlee

RECOMMENDED places be reserved on this session for Councillors C J Metcalfe, M A Cartwright, L Cook, K Hawley, W M Jeffrey and the Town Clerk.

- (d) NALC Newsletters 2nd & 13th June 2016
- (e) Revised legal topic notes on NALC web site
- (f) Next Larger Local Councils Forum – 29 July 2016 – request for items
- (g) NALC's Direct Information Service, Issues 885 & 886
- (h) Bulletin on national developments and meetings
- (i) The Role and Work of a Councillor – short survey

Members were circulated with extracts of the above documents and updates, with full copies being made available on request.

RECOMMENDED the information given, be noted.

28. INTERNAL AUDIT – TERMS OF REFERENCE, CORE FINANCIAL SYSTEMS

Members were circulated with a copy of the terms of Reference for the internal audit of the Town Councils core financial systems. The Audit was to commence on 11 July and would be followed with a report which would be presented by the Auditor to the Council.

RECOMMENDED the information given be noted, the terms of Reference be accepted and the report be awaited.

29. SHOP GIRLS, 6TH – 30TH JULY 2016

Members were advised of an invitation received to attend the Shop Girls exhibit to be held in the former Information Centre from 6th to 30th July 2016, daily between 10am and 4pm Wednesday to Saturday. This was an artist collective hosting interactive exhibitions, demonstrations and workshop.

RECOMMENDED the information given, be noted.

30. REQUESTS FOR A GRANT

Members were advised of the following requests for grants under the new Members grant scheme and it was **RECOMMENDED grant awards be made as follows:-**

(a) Sophie Allen – local gymnast

Councillors A Watson, K Hawley, S McDonnell, L Cook, C Watkins, W M Jeffrey and R J Curtis all donating £10.00 each and M A Cartwright, £80.00, making a total of £150.00.

(b) The Sunshine Day Nursery

Councillors L Cook and C Watkins, £50.00 each, Councillor L M Wood, £20.00 and Councillors K Hawley, A Watson, S

McDonnell, M A Cartwright, R Curtis all at £10.00, making a total of £170.00.

(c) Oakerside Mother & Toddlers

Councillors K Hawley, A Watson, S McDonnell, V Watson all at £50.00 each, L Cook, L M Wood & R J Curtis £20.00 each, M A Cartwright, C Watkins and W M Jeffrey £10.00 each, making a total of £290.00.

(d) Peterlee Youth Centre – All Stars

COUNCILLOR JEFFREY DECLARED AN INTEREST IN THIS REQUEST.

The Mayor advised that she had made awards from her charity fund and it was asked that a breakdown on what the monies donated by the Mayor had been used for.

Councillors L M Wood, £50.00, R J Curtis, £30.00, Councillors W M Jeffrey, S Simpson, A Watson and S McDonnell all at £20.00 each C J Metcalfe at £15.00 and C Watkins at £25.00 making a total of £200.00.

(e) Learning Library

RECOMMENDED further details be obtained in relation to this request and how many people in Peterlee used the service.

(f) My Sporting Chance Foundation

RECOMMENDED no grant be awarded to this organisation.

(g) Peterlee Helford United FC

Councillor A Watson £75.00, W M Jeffrey £25.00, L Cook £50.00, R J Curtis £80.00, V Watson, S McDonnell & K Hawley £50.00 each and C Watkins £20.00 making a total of £400.00.

(h) Letter of thanks – Easington School Sport Partnership

RECOMMENDED the letter of thanks following the Outdoor & Adventurous activities week held in the grounds of Shotton Hall. This had been a magnificent two days experience (the last day was rained off) for nearly 800 year 2 pupils with teachers, teaching assistants and 60 college students helping in the delivery each day,

making the event one of the highlights of the local school calendar.

FURTHER RECOMMENDED a condition of grants awarded be that the monies must be used for what the application specified, if not then the Town Council would reserve the right to demand all monies to be returned.

31. PROGRESS REPORT OF THE SHOW CO-ORDINATOR

It had been previously agreed that as there was only a short progress report to consider a Show Meeting had not been held on 30th June 2016. The report was considered and it was noted a meeting had been held with Colin Noble about the price of the fun fair rides, (which would be outlined later in the meeting), the Show Leaflet was ready and details were given of the costs and the potential income. Members were asked to agree how the income should be divided.

RECOMMENDED:-

- (i) The income from advertising be split equally between the Mayor's charity fund and as income for the Show;**
- (ii) It be noted there was a pre event safety meeting to be held on 27 July 2016;**
- (iii) The Round Table be asked if they were to sell glo stick novelties at the Show and if they were not then the council do this in aid of the Mayor's Charity.**

32. TWINNING – FURTHER CONSIDERATION

At the meeting held in April 2016 a presentation had been made by the Peterlee & Nordenham friendship Association and it had been agreed in the light of the presentation, the Council consider further their involvement in town twinning and how it may be able to assist financially. It was agreed the Mayor speak to officials when she visited in August and it was also **RECOMMENDED the twin town be invited to the Show, however, this would be at their own cost.**

33. DRAFT DURHAM CITY SUSTAINABLE STRATEGY – 2016 – 2033

Members were circulated with details of this consultation with a closing date for replies as 5th August 2016.

RECOMMENDED any comments be passed to the Town Clerk/Acting Town Clerk by the closing date.

34. SURPLUS PLANTS – REQUEST TO OFFER THEM FOR SALE IN CONJUNCTION THE NATIONAL GARDEN COMPETITION

RECOMMENDED approval be given for any surplus plants to be offered for sale at the National Garden Scheme on Sunday 10th July 2016, with the proceeds being divided equally between the Mayor’s Charity and the NGS chosen charities.

35. 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.

36. STOCK REPORTS PERIODS ENDING 8TH JUNE 2016

(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.

RECOMMENDED that the reports be accepted.

37. THE PETERLEE SHOW

(a) Replacement Entertainment – Dinosaurs

It was reported the dinosaur that had been booked was unable to attend the event; further prices had been obtained and it was

RECOMMENDED a dinosaur be booked via Big Foot Events at a cost of £1,200.

(b) Price of Fairground Rides – offer from Colin Noble

The Acting Town Clerk gave Members details of the offer received from Mr Noble.

RECOMMENDED the offer of rides being fixed at £2.00 max per ride, (with the exception of the dodgem cars), and the rent as detailed, be accepted. FURTHER RECOMMENDED a proposal for a Christmas event to be organised by Mr Noble in the grounds of Shotton Hall, be awaited.

38. PURCHASE OF 9 v 9 GOAL POSTS

Approval was requested to purchase on set of 9 v 9 goal posts and three prices were outlined at the meeting.

RECOMMENDED approval be given to purchase a set of goal posts at a cost of £516.00 from Mark Harrod.