

THE MINUTES OF THE MEETING OF THE
FINANCE AND GENERAL PURPOSES COMMITTEE
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE
ON MONDAY 5TH DECEMBER 2016 AT 7.15PM

PRESENT: COUN M A CARTWRIGHT (CHAIR)

Mesdames:- K Liddell, S Simpson, V Watson & K
Hawley

Messrs:- G L Carne, S Miles, D Sillito, W M Jeffrey, L Cook, C
Watkins, R J Curtis, C Robbins, R Kyle & A Watson

**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.**

75. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors S
McDonnell, H Bennett, (MBE) and G Cowie, (all 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.**

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

77. THE REPORT OF THE FINANCE SUB COMMITTEE MEETING OF THE 17TH NOVEMBER 2016 a copy of which had been circulated to each Member, was approved.

78. MINUTES OF THE SCRUTINY COMMITTEE HELD ON 4TH NOVEMBER 2016

The Minutes from this meeting had been circulated to each Member for their consideration and information.

RECOMMENDED the minutes be accepted.

79. PUBLICATIONS, MINUTES, BULLETINS ETC

(a) Do it Online

(b) Police, Crime & Victims Plan 2016-2021 – details available

(c) Bulletin on national developments and meetings

(d) Revised/latest Council Tax Base and Precept Letter for DCC

(e) Royal Garden Parties 2017 – to make a nomination

(f) Update from Locality

(g) Elections May 4th 2017 & Training Session 1st March 2017

(h) Elections and use of publicly funded rooms

(i) Good Councillors Guide 2016

(j) DIS Issue 895 – copy available

Members were requested to note the information listed and points of particular interest were given at the meeting. Councillor Cartwright asked to be nominated by the Town Council to attend the Garden Party, at her own cost.

RECOMMENDED the information contained in the bulletins and circulars be noted.

80. REQUESTS FOR A GRANT/CONCESSIONARY USE

(a) Current Balance – for information

Members noted the current balance of funds unused under this initiative. There was discussion on the allocation of funds to new Members of the Council in the event of a bi election or co option. It was agreed that in principle new Members should receive a pro rata

allocation of the annual grant eg 6 months, six twelfths which equals to half of the allowance.

RECOMMENDED the information given, be noted.

(b) Request from Innovations

Members were advised that this request had been withdrawn.

RECOMMENDED the information given, be noted.

(c) Request from Great North Air Ambulance

RECOMMENDED a grant be made of £250 made up of grants of £50 each from Councillors R Kyle, K Liddell, S Miles, R J Curtis & C Watkins.

(d) Citizens Advice – County Durham – expression of interest

It was reported the Chief Executive of CAB County Durham had been in contact regarding drawing down the grant from the Town Council that CAB had historically been successful with, in the past they had received a grant of £1,500. He also said he would like to engage with the Town Council about the CAB's work and he would value the input from Members. CAB had been advised they would need to complete an application for funding and that the Town Council would welcome him attending a future meeting.

Councillor Cartwright reported she had been asked to be a volunteer for this service and she had agreed. This would be in a personal capacity not as a nominated Town Council representative.

RECOMMENDED further contact from the Chief Executive of CAB County Durham, be awaited.

(e) Letters of thanks & appreciation, Fairclough Court Residents, Acre Rigg Infant School and Peterlee Cricket Club

Members were circulated with expressions of thanks and appreciation following recent grants being awarded to their group/club/organisation.

RECOMMENDED the information given, be noted.

Councillor V Watson left the meeting at 7.55pm.

81. USE OF THE FORMER TIC BY ART CLUBS OUTSIDE THE TOWN

Members considered the report of the Deputy Town Clerk seeking consideration of the future use of the vacant unit in the Castle Dene Shopping Centre.

RECOMMENDED the contents of the report be noted and plenary powers be granted to the Town Clerk to negotiate future use of the unit to cover the cost of utility, alarm charges, council tax payments etc. The future use of the unit to be reported back to Finance Committee at a future meeting.

82. PROCUREMENT OF HYGIENE SERVICES CONTRACT FOR TOWN COUNCIL FACILITIES

Members considered the joint report seeking approval for the appointment of NWR Hygiene Group for the provision of hygiene services for the Town Council's buildings, Shotton Hall, The Pavilion, Eden Lane and Woodhouse Park at an annual cost of £1,651.00.

RECOMMENDED approval be given to the appointment of NWR for the provision of hygiene services for the Town Council's buildings.

83. 2016/17 FINANCIAL YEAR – SECOND QUARTER BUDGET SUMMARY REPORT

Members considered the report of the Town Clerk providing the Council with a budget summary to the end of the second quarter of the 2016/17 financial year, in line with s5.8 of the Council's Financial Regulations. The report also gave details of variances by budget head and a summary of explanations for each variance over 15%.

RECOMMENDED the content of this report be noted.