

Seaham Town Council

Seaham Town Hall, Stockton Road, Seaham, Co. Durham SR7 0HP
Tel: Wearside (0191) 581 8034

Town Clerk: Dianne Rickaby
Deputy Town Clerk: Paul Fletcher



DR/K:01/0

3rd April, 2019

A MEETING of the FINANCE AND GENERAL PURPOSES COMMITTEE will be held in the Council Chamber at Seaham Town Hall, Stockton Road, Seaham on TUESDAY, 9th APRIL, 2019 commencing at the rising of the meeting of the Trustees of Seaham Town Park Charity

MEETING 3

D Rickaby

Town Clerk

AGENDA

MEMBERS ARE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST, PREJUDICIAL OR PERSONAL, IN ACCORDANCE WITH THE CODE OF CONDUCT

1. MINUTES OF THE LAST MEETING HELD ON 12TH MARCH, 2019

DECISION REQUIRED To confirm as a correct record and agree that these be signed by the Chairman.

2. PAYSHEET NUMBER 12 – MARCH 2018/19

a) Paysheet 12 – March 2019

Attached at Appendix A is a schedule showing the expenditure from the Council's bank accounts this month, with relevant reports detailing payments made by BACS, Direct Debit, Online and Debit Card.

DECISION REQUIRED

Members are asked to note the Direct Debits, Debit Card and Online Payments and in accordance with previously delegated authority endorsement of the action taken is requested

DECISION REQUIRED

Authority had been previously requested for the BACS payments to be approved for payment and for the BACS authorisation form to be signed by three Members to allow the bank to make direct payments to supplier's bank accounts due to year end.

b) Income – March 2019

Attached at Appendix B is a schedule showing the total income received during the current month together with relevant reports detailing all income received into the Council's bank accounts.

**DECISION
REQUIRED**

This item is for information purposes only.

c) Bank Balances – March 2019

Attached at Appendix C is a statement of Bank balances held by the Council at the month end.

**DECISION
REQUIRED**

This item is for information purposes only.

3. AUDIT REPORTS

a) Report of Internal Auditor–Annual Report 2018/2019

Attached at Appendix D is a copy of the Annual Report published by the Internal Auditor giving substantial/full assurance.

**DECISION
REQUIRED**

Unless there are any queries the Council is asked to accept the report.

4. APPLICATIONS FOR GRANTS

a) Greenscape Community Project

Attached at Appendix E is an application received from Greenscape Community Project requesting a donation of £700 for the cost of building a garden storage unit.

**DECISION
REQUIRED**

Members instructions are requested.

b) Caring for Craig

Attached at Appendix F is an application received from Caring for Craig for a donation towards the costs of raising funds for ground floor accommodation and washroom.

**DECISION
REQUIRED**

Members instructions are requested.

c) Seaham Park Cricket Club

Following the Parks and Events Committee meeting it was noted that Seaham Park Cricket Club had received a grant of £10k from another organisation but had not stated what the money was to be spent on and had requested a further donation of £900 from Seaham Town Council towards half the cost of skip hire.

The Cricket Club intend to spend the £10k on cleaning up the site to include increasing the current block paved area, seed the remaining area, purchase bleacher seating for spectators of junior games, looking to install a ramp although this may be too expensive, re-site the electronic scoreboard and move the black cabin to a less intrusive area.

Members to note that a grant form has been sent to the Seaham Park Cricket Club to complete and will be brought back to this Committee on receipt.

**DECISION
REQUIRED**

Members to note the information

5. SEAHAM MARKET

The Town Clerk is attending a pre-contract meeting today and will send a separate report to Members following this meeting.

**DECISION
REQUIRED**

Members to note the information.

6. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

**DECISION
REQUIRED**

In view of the confidential nature of the following item, Members are asked to pass the formal resolution to exclude the press and public from the meeting pursuant to the Public Bodies (Admissions to Meetings) Act, 1960.

7. ALLOTMENT AGREEMENTS

Pursuant to the Parks & Events Committee meeting held on the 2nd April, 2019 it was agreed that all Members should have a copy of the proposed new allotment agreements before the agreement can be finalised. The agreement is attached at Appendix G.

**DECISION
REQUIRED**

Members views are sought and to approve the proposed agreement.

8. PRESS OPPORTUNITIES

**DECISION
REQUIRED**

Members are asked to consider whether any of the items discussed present a press opportunity.

Sent to: COUNCILLORS MRS B E ALLEN, R ARTHUR, E BELL, MRS J A BELL, MRS G BLEASDALE, MRS K BRACE, S P COLBORN, S CUDLIP, D CUMMINGS, MRS V CUMMINGS, MRS S FORSTER, R M GRATTON, G N HEPWORTH, MS L KENNEDY, D MCKENNA, MS S PRATT, K SHAW, T SHEPHERD, B TAYLOR, R WHITEHEAD, MISS L WILLIS.

External Notice Board, Town Clerk, Deputy Town Clerk (Leisure and Amenities), Finance Officer, Senior Clerical Assistant, Administrative Assistant, Information & Technical Assistant, Internal Auditor, File.