

**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 9<sup>TH</sup> JANUARY, 2018**

Present: Councillors S Cudlip (Chair) and Mrs B E Allen, R Arthur, E Bell, Mrs J A Bell, Mrs G Bleasdale, Mrs K Brace, S P Colborn, D Cummings, Mrs V Cummings, Mrs S Forster, Ms R M Gratton, G N Hepworth, Mrs L Kennedy, D McKenna, K Shaw, A Shepherd, B Taylor, R Whitehead, Miss L Willis.

Apologies: Councillors Mrs S Pratt

*Prior to commencement of the meeting the Chair advised members of this Committee and members of the public that in line with the amendment to 'the public bodies (admission to meetings) act 1960', which came into force in August, 2014, parts of this meeting may be recorded by photographic, video and audio means.*

**1. DISCLOSURE OF INTERESTS**

Members were reminded prior to the start of the meeting of the need to disclose any interests, prejudicial or personal, in accordance with the Code of Conduct.

**2. MINUTES OF THE LAST MEETING HELD ON 28<sup>TH</sup> NOVEMBER, 2017**

RECOMMENDED the Minutes of this meeting, a copy of which had been previously printed and circulated to each Member, be approved and signed as a correct record by the Chairman.

**3. PAYSHEET NUMBER 9 – DECEMBER 2017/18**

**a) Expenditure – December 2017**

A Member questioned whether there had been any progress on sourcing plants from a local based supplier. The Deputy Town Clerk stated that this had not been done yet but he would look into this.

Members questioned where the 5 Christmas trees were placed. The Deputy Town Clerk stated there were 2 on the Terrace Green, 1 at Byron Place and 2 in Church Street. It was noted that the Christmas tree at the Police Station roundabout was placed by Durham County Council. The Christmas tree at the mission was also not Seaham Town Council's.

RECOMMENDED:

- (i) that all payments in Paysheet Number 9 – 2017/18 be approved, it being noted that the direct debits, Bacs, Online and Debit Card payments including Imprest expenditure amount to £75,224.50 being

the total sum authorised under this Paysheet;

- (ii) that the BACS authorisation sheet be signed by three Members and the credit transfers be actioned immediately; and
- (iii) that the Clerk's Imprest Account be reimbursed the sum of £684.00 for Civic Expenditure and authority be granted for this to be signed by the Chairman and Responsible Financial Officer.

**b) Income – December 2017**

RECOMMENDED the summary sheet showing the range of income received by the Council during the current month be accepted.

**c) Bank Balances – December 2017**

RECOMMENDED the report of the Finance Officer a copy of which was circulated, be approved.

**4. AUDIT ISSUES**

**a) Internal Audit Report – Corporate Governance**

RECOMMENDED that Members note a full assurance was given for the Corporate Governance audit report.

**5. PRESS OPPORTUNITIES**

RECOMMENDED the Council note that no press opportunities existed from this meeting.