

**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 4<sup>th</sup> OCTOBER, 2016**

Present: Councillor Mrs S Forster (Chair) and Councillors E Bell, Mrs J A Bell, Mrs G Bleasdale, B Burn Snr, R Meir, Miss S Morrison, C Snowball, R Whitehead, K Younger.

Apologies: Councillors Mrs H J Cahill, S Cudlip, I Paul, K Shaw

*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 6<sup>th</sup> SEPTEMBER, 2016**

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 6 - 2016/17**

**a) Expenditure**

RECOMMENDED:

- (i) that all payments in Paysheet Number 6 – 2016/17 be approved, it being noted that the direct debits, BACS and cheque payments including Imprest expenditure amount to £84,266.21 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;
- (iii) that the cheques relating to suppliers not being paid by BACS be signed by three Members and the payments be released immediately; and
- (iv) that the Clerk's Imprest Account be reimbursed the sum of £2,405.97 for Civic Expenditure and authority be granted for this to be signed by the Chairman and Responsible Financial Officer.

b) **Income**

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

4. **BANK BALANCES**

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

5. **EXTRACT FROM 2017/18 LOCAL GOVERNMENT FINANCE SETTLEMENT TECHNICAL CONSULTATION PAPER**

The Town Clerk brought this to the Members attention as there now appears to be a recommendation that there will be 2% precept which will be capped which is a recommendation from Government.

RECOMMENDED the Council note the information.

6. **MINUTES OF THE TOWN HALL WORKING PARTY**

A Member raised a question about how much influence Oldfield's have over the running of the Town Hall. Another Member explained that Seaham Town Council have commissioned Oldfield's to run the business which is exclusive to the Council. Oldfield's are responsible for bringing in the business and the Council receive a percentage. Seaham Town Council provides the building etc and Oldfield's provide everything else. Oldfield's provide an excellent service which is giving the Town Hall a good name.

The Town Hall Working Party meets with Oldfield's staff where any discrepancies are discussed and via this meeting Oldfield's have to request permission to make any changes to the building which is then brought to a Committee for consideration and approval.

RECOMMENDED the Council note the information.

7. **SEAHAM TOWN HALL – BOOKINGS**

The Committee considered the schedule of bookings for the Town Hall for September, 2016.

RECOMMENDED the Council note the bookings made at Seaham Town Hall for September, 2016.

**8. AUDIT ISSUES**

**a) Internal Audit Report – Seaham Town Council-Oldfields Arrangements 2016/17**

The Town Clerk informed the group that the Auditor had raised some issues with regard to the delay in some information coming to the Council. The issue has been raised with Oldfield's and they are working to get this resolved.

RECOMMENDED that the Council accept the report.

**9. PRESS OPPORTUNITIES**

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