

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 1st NOVEMBER, 2016

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

Apologies: Councillors B Allen, Mrs B E Allen, Mrs H J Cahill, I Paul, B Taylor

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 4th OCTOBER, 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 7 - 2016/17

a) Expenditure

RECOMMENDED:

- (i) that all payments in Paysheet Number 7 – 2016/17 be approved, it being noted that the direct debits, BACS and cheque payments including Imprest expenditure amount to £159,725.83 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 £933.34 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. **QUARTERLY BUDGETARY REVIEW FOR QUARTER ENDED 30TH SEPTEMBER, 2016**

RECOMMENDED that the Council accept the quarterly budgetary review for quarter ended 30th September, 2016.

6. **APPLICATIONS FOR GRANTS**

6.1 **St Benedict's Hospice Light Up A Life Programme**

Prior to the consideration of this item, Councillor Mrs S Forster declared an interest and took no part in the discussion or voting thereon.

A Member suggested that the Council purchase a half page advert at a cost of £255 + VAT for such a worthwhile cause. Many residents from Seaham use St Benedict's Hospice due to its close proximity to Seaham.

RECOMMENDED that the Council purchase a half page advert in the Light Up a Life programme.

7. **REVISED BUDGET FOR 2016/17 AND PROPOSED BUDGET FOR 2017/18**

RECOMMENDED that the Council note the information.

8. **SEAHAM TOWN HALL – BOOKINGS**

The Committee considered the schedule of bookings for the Town Hall for October, 2016. A Member stated that he couldn't see how much was being charged for the hire of the room bookings. It was noted that the costs are delayed until after the monthly room hire is reported due to the Council awaiting paperwork from Oldfield's.

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

9. **AUDIT ISSUES**

a) **Internal Audit Report – Audit for Events 2016/17**

RECOMMENDED that the Council accept the report.

10. CHANGE OF DATE FOR DECEMBER FULL COUNCIL MEETING

It was suggested that the Full Council meeting due to be held on Friday 16th December be brought forward to Tuesday 13th December if all Members were in agreement. This item will be taken to Full Council for endorsement.

RECOMMENDED that the Council approve the change of Full Council meeting date in December and agenda this item for the next Full Council meeting.

11. EAST DURHAM CREATES PUBLICATION

The Town Clerk circulated copies of the East Durham Creates publication at the meeting as the publication had been received after the agendas had been distributed.

RECOMMENDED that the Council accept the publication.

12. PRESS OPPORTUNITIES

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