

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 6th SEPTEMBER, 2016

Present: Councillor S Cudlip (Chair) and Councillors B Allen, Mrs B E Allen, 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, B Taylor, R Whitehead, K Younger.

Apologies: Councillors Mrs H J Cahill, 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 28th JUNE, 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 4 - 2016/17

a) Expenditure

RECOMMENDED:

- (i) that all payments in Paysheet Number 4 – 2016/17 be approved, it being noted that the direct debits, BACS and cheque payments including Imprest expenditure amount to £134,067.78 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 £1,117.14 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. PAYSHEET NUMBER 5 - 2016/17

a) Expenditure

RECOMMENDED:

- (i) that all payments in Paysheet Number 5 – 2016/17 be approved, it being noted that the direct debits, BACS and cheque payments including Imprest expenditure amount to £84,409.95 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 £2,435.13 for Civic Expenditure which includes the sum of £169.02 for petty cash, 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.

6. BANK BALANCES

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

7. MEDIUM TERM FINANCIAL PLANNING AND 2017/2018 BUDGET SETTING

A communication was received from Mr Paul Darby, Interim Corporate Director, Resources, Durham County Council which provides an update on the future implications of the Local Council Tax Scheme on Seaham Town Council's finances.

A member stated there is a potential reduction of 12.5% to Seaham Town Council and the grant the Council receives from Durham County Council could be substantially reduced over the next few years and could also possibly stop. The County Council has been hit hard and less grants have been given to them. Seaham Town Council need to give this serious consideration in the next budget setting.

8. PURCHASE OF FORD TRANSIT VAN

Due to the summer recess period the Chair and Vice-Chair of this Committee were contacted to approve the purchase of the transit van. Budget provision was already set to make this purchase and Officers went ahead with the purchase on the approval of the Chair and Vice-Chair so as not to lose the deal offered.

RECOMMENDED the Council note the information and endorsed the purchase.

9. APPLICATIONS FOR GRANTS

a) Aces Internet Café

The Council formally agreed for a donation of £500 towards the purchase of a cooker for the Aces Internet Café. A Member suggested that Seaham Town Council purchase the cooker on behalf of the organisation.

RECOMMENDED that the organisation be contacted to enquire if they are in agreement for the Council to go ahead and purchase the cooker.

10. SEAHAM TRIATHLON

RECOMMENDED that the Council note the information.

11. AUDIT ISSUES

a) Internal Audit Report – Civic Expenses Audit 2016

RECOMMENDED that the Council accept the report.

12. SEAHAM TOWN HALL – BOOKINGS

The Committee considered the schedule of bookings for the Town Hall for July and August, 2016. A Member noted that it was good to see that the Town Hall had been very well used and for a number of different events.

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

9. PRESS OPPORTUNITIES

A Member suggested that the bookings for the Town Hall could be used as a press opportunity. The Town Hall has been booked for a range of diverse bookings and not only used for weddings. An article could mention that due to the Town Hall being extremely busy if people or organisations want to book the Hall they should contact Oldfields at their earliest opportunity.

RECOMMENDED the Council note the press opportunity for the Town Hall bookings.