

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 5TH SEPTEMBER, 2017

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

Apologies: Councillors Mrs B E Allen, D Cummings, Mrs V Cummings, Ms 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 27TH JUNE, 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 4 AND 5 – JULY & AUGUST 2017/18

a) Expenditure – July 2017

RECOMMENDED:

- (i) that all payments in Paysheet Number 4 – 2017/18 be approved, it being noted that the direct debits, Bacs, Online and Debit Card payments including Imprest expenditure amount to £164,341.56 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 £1,503.98 for Civic Expenditure and authority be granted for this to be signed by the Chairman and Responsible Financial Officer.

b) Income – July 2017

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

c) Bank Balances – July 2017

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

d) Expenditure – August 2017

RECOMMENDED:

- (i) that all payments in Paysheet Number 5 – 2017/18 be approved, it being noted that the direct debits, Bacs, Online and Debit Card payments including Imprest expenditure amount to £77,491.71 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 £2,213.44 for Civic Expenditure and authority be granted for this to be signed by the Chairman and Responsible Financial Officer.

e) Income – August 2017

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

f) Bank Balances – August 2017

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

4. APPLICATION FOR GRANT

Free the Way

Consideration was given to an application from Free the Way for a grant of £532.80 towards the cost of purchasing furniture for their 'The Way Forward' Project.

In discussion Members agreed that more detailed information was required to establish exactly how many residents of Seaham benefit from this organisation

RECOMMENDED that further information be requested to find out how many residents attend the centre in Church Street and any located elsewhere within the area and that the information be brought back to this Committee for future consideration.

5. **SEAHAM TOWN HALL – BOOKINGS**

The Committee considered the schedule of bookings for the Town Hall for July and August, 2017.

RECOMMENDED the Council note the bookings made at Seaham Town Hall.

6. **AUDIT ISSUES**

(a) **Internal Audit Report – Civic Expenses – Full Assurance**

RECOMMENDED that the Council accept the report.

(b) **Internal Audit Report – Members/Officers Allowances & Expenses – Full Assurance**

RECOMMENDED that the Council accept the report.

7. **LOCAL COUNCIL TAX REDUCTION SCHEME**

The Committee considered a communication from Durham County Council which provided an update on the Local Council Tax Reduction Scheme Grant to be available to Seaham Town Council for 2018/2019. Members noted that the figure forecast is slightly higher than previously estimated due to an underpayment in 2017/2018 and that the figure will not be confirmed until December.

RECOMMENDED the Council note the information

8. **COUNCIL VEHICLE TRACKERS AND TOWN COUNCIL LOGOS**

Officers confirmed that the Council vans all have trackers fitted and that the Town Council logos have been placed on all Council vehicles.

RECOMMENDED the Council note the information.

9. **PRESS OPPORTUNITIES**

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