

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 26TH NOVEMBER, 2019

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

Apologies: Councillors Mrs B E Allen, Mrs G Bleasdale, D Cummings, Mrs V Cummings, Mrs L Kennedy, Ms S Pratt, K Shaw.

Officers: Mrs D Rickaby (Town Clerk), Mrs J Knight (Finance Officer).

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.

F91/19 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. Such interests must be submitted to the Town Clerk prior to the meeting.

F92/19 MINUTES OF THE LAST MEETING HELD ON 29TH OCTOBER, 2019

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.

F93/19 PAYSHEET NUMBER 8 – NOVEMBER 2019/20

a) Expenditure – November, 2019

A Member sought clarification on the following payments:

Abalone Graphics – Badge Mayor, it was advised as most Mayors are new this year some have name badges.

Currys – iPad, it was advised this is to be used by the Deputy Town Clerk.

B Piercy – HR Fees, it was advised this is a Durham County Council recommended HR Advisor.

A Member sought clarification on the following payments:

Fees for Chairmanship course, it was advised this was a request from the Mayor and Deputy Mayor to carry out some Chairmanship training.

Purchase of drawers and office chair, it was advised this was to replace items in the Town Clerk's office.

RECOMMENDED:

- (i) that all payments in Paysheet Number 8 – 2019/20 be approved, it being noted that the direct debits, Bacs, Online and Debit Card payments including Imprest expenditure amount to £117,325.25 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) there were no transactions made this month from the Clerks Imprest Account.

b) Income – November, 2019

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

c) Bank Balances – November, 2019

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

F94/19

APPLICATIONS FOR GRANTS

a) Dawdon Youth & Community Centre

Members discussed the grant application received from Dawdon Youth and Community Centre. A Member queried if the organisation has sought funding from the Council previously, it was advised not within the last five years. Members agreed to award a grant of £1000 towards the cost for the LED lighting for the centre.

RECOMMENDED that a grant of £1,000 be awarded to Dawdon Youth and Community Centre.

b) Durham Constabulary

Members discussed the grant application received from Durham Constabulary. A Member queried where this would be sited, it was advised it will be at Seaham Police Station. A Member stated the Police have received several grants recently from the Town Council. In discussion it was suggested alternative funding providers be sought for this project. It was also requested Councillors be provided with the locations of defibrillators currently in the nearby area.

RECOMMENDED that this item be deferred to the next meeting of the Finance Committee to enable time to source the additional information requested.

c) St. Benedict's Hospice - Light Up A Life

Members discussed the grant application received from St. Benedict's Hospice. Members agreed to award a grant of £250 towards the cost for sponsorship of their programme.

RECOMMENDED that a grant of £250 be awarded to St. Benedict's Hospice.

F95/19 TOWN HALL BOOKINGS – 1ST APRIL TO 30TH OCTOBER

A Member queried if the bookings are near capacity for November/December given the time of year. It was advised there are several bookings in the lead up to Christmas.

A Member queried if the representative from Ramside has attended the Town Hall for the agreed dates and if Ramside are aware of the Council's concerns. The Town Clerk confirmed the representative attends the Town Hall and the views have been raised at the regular meetings and checks of the kitchen and the Town Hall facilities they use take place.

A Member requested how many meetings have been held with the contractor, it was advised this will be provided at the upcoming Town Hall Working Party.

RECOMMENDED that Members note the information.

F96/19 DAWDON PARK PROJECT

The Chair advised Members the certification of assurance has been provided from the Quantity Surveyor as requested at the previous Parks and Events Committee.

RECOMMENDED that Members are satisfied due diligence checks have been carried out for works to start in January.

F97/19 PRESS OPPORTUNITIES

RECOMMENDED that there are no press opportunities from this meeting.