

Minutes of the Meeting of the **FINANCE COMMITTEE** held in the Four Clocks Centre, Bishop Auckland on **TUESDAY, 21ST SEPTEMBER 2010 AT 4.00 P.M.**

Present: Councillor Anderson (in the Chair) and Councillors Laurie, Lee, Lethbridge, and L. Zair.

FIN 31/10 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Wilson.

FIN 32/10 DECLARATIONS OF INTEREST

There were no declarations of interest.

FIN 33/10 PUBLIC PARTICIPATION

There were no members of the public in attendance.

REPORT OF TOWN CLERK. The Town Clerk reported as follows:-

**FIN 34/10 DEPOSIT ACCOUNT –
BALANCE AS AT 21ST SEPTEMBER 2010**

The balance of the Deposit Account as at 21st September 2010 was £43,137.20

RECOMMENDED: That the information be noted.

**FIN 35/10 CURRENT ACCOUNT –
BALANCE AS AT 21ST SEPTEMBER 2010**

The balance of the Current Account as at 21st September 2010 was £2,636.31

RECOMMENDED: That the information be noted.

**FIN 36/10 ALLOTMENTS ACCOUNT –
BALANCE AS AT 21ST SEPTEMBER 2010**

The balance of the Allotments Account as at 21st September 2010 was £15,742.79.

RECOMMENDED: That the information be noted.

**FIN 37/10 MAYOR'S CHARITY ACCOUNT –
BALANCE AS AT 21ST SEPTEMBER 2010**

The balance of the Mayor's Charity Account as at 21st September 2010 was £1,737.60.

FIN 38/10 ZURICH INSURANCE – COMBINED LOCAL COUNCIL POLICY – RENEWAL

Zurich Insurance had belatedly advised of the renewal terms for the Council's Insurance. In the circumstances, therefore, the Chair of Finance had authorised that the Insurance be renewed and a cheque for £789.83 had been sent.

RECOMMENDED: That the action be confirmed.

FIN 39/10 AUTHORISATION OF CHEQUES – DELEGATED POWERS

In accordance with Minute TC 54/09, the Mayor and Chair of Finance had authorised payment of cheque nos. 458 – 471 and cheque 474 and cheque nos. 16 – 18 from the Allotments Account.

Signed:
Chair

RECOMMENDED: That the action taken be noted.

FIN 40/10 CHEQUES PRESENTED FOR AUTHORISATION

Cheque nos. 472 – 473 and 475 – 476 were presented for payment.

RECOMMENDED: That the above-mentioned cheques be authorised for payment

FIN 41/10 REIMBURSEMENT OF MONIES

(a) V.A.T. – April – August 2010

An amount of £1,300.18 V.A.T. reimbursement had been received for the period April – August 2010.

RECOMMENDED: (i) That the report be noted.

(ii) That the £70.00 of allotments reimbursement be transferred back into the Allotments Account.

(iii) That the remaining £1,230.18 be placed in Reserves.

(b) Food Festival 2010 – Town Centre Forum

The Town Centre Forum had advised that it had invoiced the Town Council twice for the same service and a cheque for £750.00 had been reimbursed.

RECOMMENDED: That the £750 be placed back into the Food Festival Budget.

FIN 42/10 COMMUNITY FUND APPLICATION –

(a) King James Academy Sunday League Football Team

A letter had been received from King James Academy Sunday League Football Team asking for funding to set up a new 16+ team.

RECOMMENDED: That consideration of the request be deferred pending completion of the appropriate Community Fund Application Form and receipt of the necessary documentation.

FIN 43/10 DONATIONS –

(a) Windlestone School

An application for a donation had been received from Windlestone School to support their open day on 23rd October which would consist of a range of activities and which, they say, would benefit the residents of Chilton, Ferryhill and Spennymoor and hoped to raise a minimum of £600 from public and private funding for the event.

RECOMMENDED: That the application be refused.

**(b) Bishop Auckland Ladies Bowling Club
(Local Government Miscellaneous Provisions Act 1976, Section 19)**

An application for a donation had been received from the Bishop Auckland Ladies Bowling Club asking for a contribution towards providing raffle prizes and buffet for their open competition to raise money for the Great North Air Ambulance.

RECOMMENDED: That, subject to receipt of a bank statement, Marks & Spencer vouchers of £50, £30, and £20 be given as raffle prizes.

Signed:
Chair

(c) Letters of Thanks

Letters of thanks had been received from Finchale Training College and Bishop Auckland Football Club (community football).

RECOMMENDED: That the report be noted.

FIN 44/10 CHRISTMAS ACTIVITIES – QUOTATIONS

The Town Council needed to consider the provision of a Christmas Tree and activities over the Christmas period and the undermentioned quotations had been received:-

(a) Supply and Erect Christmas Tree – Durham County Council

For the past two years, the Christmas Tree had been provided and erected by Durham County Council and a quotation for providing and erecting an 18’ Christmas tree this year was £455 + V.A.T.

RECOMMENDED: That the quotation received from the County Council for the above work be accepted.

(b) Dress/Undress/Dispose of Christmas Tree and Test Lights

The provision of Christmas lighting works had, in the past, been carried out by Durham County Council and a quotation for carrying out these works this year was £848.00 + VAT (which can be reclaimed).

RECOMMENDED: That paragraph 11 (c) of the Financial Regulations be waived due to the specialist nature of the service requested and the quotation received from the County Council be accepted.

(c) Laser Lights onto the Town Hall

A quotation had been received from Vortex Lighting Ltd. for the hire of equipment required to project laser lights onto the Town Hall from Infusions Pub (subject to their permission) at a cost of £2,200 plus V.A.T. for a five week hire period using the same message and gobos as last year.

The Town Clerk informed members that she had recently met with the Town Centre Manager and Beryl Anderson from the County Council’s Events Team when various ideas and suggestions had been discussed relating to Christmas activities in the Town.

Members agreed that it was time for a change.

RECOMMENDED: That instead of having the laser lights, the money be used to provide different activities to be linked with the undermentioned item.

(d) Street Entertainment/Switching on Ceremony

Last Christmas, Durham County Council Town Centre Manager, in conjunction with the Town Council provided street entertainment in front of The Castle during the official switching on ceremony. The Town Council contributed £2,000 towards this entertainment.

It was noted that the lighting ceremony was scheduled to take place on Thursday, 2nd December and the entertainment in front of The Castle could be linked with the Children’s Christmas Painting Competition with Santa leading the children and parents from the tree to the Town Hall when the winners would be announced.

RECOMMENDED: That the Town Council contribute £2,000 towards the entertainment surrounding the switching on ceremony.

Signed:
Chair

(e) Shop Window Display

Arising out of discussions, it had been suggested that a Shop Window Display could be set up and decorated tastefully with a Christmas Scene which could be installed and ready for opening by the Mayor on Wednesday, 1st December and details of the works involved together with estimated costs had been given.

RECOMMENDED: That the Town Council contribute £2,000 towards the Shop Window Display.

FIN 45/10 WAIVING OF FINANCIAL REGULATIONS – PURCHASE OF DEPUTY MAYOR’S CHAIN OF OFFICE (Minute No. TC 66/10 refers)

In accordance with the above Minute, the Mayor together with the Chair of the Finance Committee and the Town Clerk were authorised to choose an appropriate chain and medallion from Vaughtons and a purchase order had been placed.

RECOMMENDED: That Paragraph 11 (c) of the Financial Regulations be waived retrospectively due to the specialist nature of the service requested and the purchase be funded from unspent election monies.

FIN 46/10 YOUTH AWARDS COMPETITION – FOUR CLOCKS YOUTH PROJECT

One of the winners of the Youth Awards Competition was the Four Clocks Youth Project who won £3,000 towards the provision of a Youth Shelter in the Town Recreation Ground.

A letter had been received from the Senior Youth Worker informing the Town Council that as a result of negative feedback regarding this provision, plans for the youth shelter would be reviewed in 3 to 6 months time and advising that the money remains in the project’s bank account and would not be used for any other purpose.

RECOMMENDED: That the information be noted.

FIN 47/10 FRIENDS OF BISHOP AUCKLAND GROUP – FINANCIAL SUPPORT (Minute No. STR 14/10 refers)

The Council’s Strategy Committee at its meeting held on 1st September agreed to give initial financial support to the proposed Friends of Bishop Auckland Group and requested the Finance Committee to consider this matter.

RECOMMENDED: That £500 be allocated towards the initial administration costs of setting up the Friends of Bishop Auckland Group and this be taken from the V.A.T. which had been placed in Reserves.

FIN 48/10 MATTERS FOR FUTURE DISCUSSION

- Brainstorming Session
- Skate Park - Lighting

Signed:
Chair