

Minutes of the Meeting of the **FINANCE COMMITTEE** held in the Four Clocks Centre, Bishop Auckland on **TUESDAY, 16<sup>TH</sup> NOVEMBER 2010 AT 4.00 P.M.**

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

**Also Present:** Linda Goldie (Town Clerk)

**FIN 61/10 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**FIN 62/10 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**FIN 63/10 PUBLIC PARTICIPATION**

There were no members of the public in attendance.

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

**FIN 64/10 DEPOSIT ACCOUNT –  
BALANCE AS AT 16<sup>TH</sup> NOVEMBER 2010**

The balance of the Deposit Account as at 16<sup>th</sup> November 2010 was £34,140.58

**RECOMMENDED:** That the information be noted.

**FIN 65/10 CURRENT ACCOUNT –  
BALANCE AS AT 16<sup>TH</sup> NOVEMBER 2010**

The balance of the Current Account as at 16<sup>th</sup> November 2010 was £3,816.45

**RECOMMENDED:** That the information be noted.

**FIN 66/10 ALLOTMENTS ACCOUNT –  
BALANCE AS AT 16<sup>TH</sup> NOVEMBER 2010**

The balance of the Allotments Account as at 16<sup>th</sup> November 2010 was £4,330.99.

**RECOMMENDED:** That the information be noted.

**FIN 67/10 MAYOR'S CHARITY ACCOUNT –  
BALANCE AS AT 16<sup>TH</sup> NOVEMBER 2010**

The balance of the Mayor's Charity Account as at 16<sup>th</sup> November 2010 was £2,406.93.

**RECOMMENDED:** That the information be noted.

**FIN 68/10 AUTHORISATION OF CHEQUES – DELEGATED POWERS**

In accordance with Minute TC 54/09, the Mayor and Chair of Finance had authorised payment of cheque nos. 495 – 499.

**RECOMMENDED:** That the action taken be noted.

**Signed:** ..... **1 - 3**  
**Chair**

**FIN 69/10 CHEQUES PRESENTED FOR AUTHORISATION**

Cheque nos. 500 – 506 and cheque no. 30 from the Allotments Account were presented for payment.

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

**FIN 70/10 INTERNAL AUDITORS REPORT – INTERIM AUDIT 2010/2011**

A copy had been circulated of an Interim Audit Report for 2010/2011 by the Internal Auditor for approval. All matters raised had been or were in the process of being addressed.

Councillor Laurie congratulated the Chair of the Committee and the Town Clerk for their ongoing hard work which had resulted in a limited amount of work requiring to be done arising from the Interim Report.

**RECOMMENDED:** That the Interim Audit Report be approved.

**FIN 71/10 REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT 2010/2011**

**(a) Terms of Reference**

Under the provision of the Accounts and Audit Regulations 2006, the Town Council had arranged for an independent and suitably qualified person to carry out an internal audit who, on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31<sup>st</sup> March.

In accordance with Minute No. TC 94/10 Mr. Mike Ackroyd who was a retired Chartered Surveyor by profession and had served as a Parish Clerk for 16 years (with 2 different Councils) and 2 years as an Assistant Clerk was appointed as the Council’s Internal Auditor.

**RESOLVED:** That the above terms of reference be approved.

**(b) Review of the Effectiveness of Internal Audit**

A copy had been circulated of the Review of the Effectiveness of Internal Audit for 2010/2011.

**RECOMMENDED:** That the Review of the Effectiveness of Internal Audit for 2010/2011 be approved.

**FIN 72/10 COMMUNITY FUND APPLICATION –**

**(a) Wear Valley Jujitsu Club  
(L.G.A. 1972 – Section 19)**

An application for a grant of £500 from the Community Fund had been received from the Wear Valley Jujitsu Club towards the purchase of mats.

Training sessions took place in Bishop Barrington Sports Centre and St. Annes and Escomb School but the Club itself had to provide mats. Approximately 80 – 100 children from Bishop Auckland benefited from these training sessions.

**RECOMMENDED:** That an amount of £500.00 be given to the Wear Valley Jujitsu Club towards the purchase of mats, subject to receipt of satisfactory paid invoices.

**Signed:** .....  
**Chair**

## **FIN 73/10 DONATIONS**

### **(a) The Royal Signals Association – Spennymoor Branch**

An application for a donation had been received from the Royal Signals Association – Spennymoor Branch to provide comfort and relief, either generally or individually, to past and present signallers and their dependants who were in conditions of need, hardship or distress.

**RECOMMENDED:** That the request be refused.

### **(b) Weardale Railway Inaugural Journey**

As it was over a year since the Town Council agreed to donate £1,000 to the Town Centre Forum towards the special event which had been organised to celebrate the re-opening of the official railway from Stanhope to Bishop Auckland, Councillor Lesley Zair asked whether the Town Centre Forum intended to draw down this money.

Councillor Laurie, who was Chair of the Town Centre Forum, stated that this money would not now be required.

**RECOMMENDED:** That the Town Centre Forum be requested to confirm that they do not now require this money, and in the event of confirmation being received, the £1,000 earmarked in the commitments under the Donations Budget Heading be now accounted for in the general balance.

## **FIN 74/10 POLICY AND GUIDANCE FOR AWARDING GRANT AID TO LOCAL ORGANISATIONS**

A copy had been circulated of the present Policy and Guidance for Awarding Grant Aid to Local Organisations.

**RECOMMENDED:** That the amendments as agreed be approved and the Policy and Guidance be amended accordingly.

## **FIN 75/10 MATTERS FOR FUTURE DISCUSSION**

There were no matters put forward for future discussion.

**Signed:** .....  
**Chair**