

Minutes of the Meeting of the **FINANCE COMMITTEE** held in the Four Clocks Centre, Bishop Auckland on **TUESDAY, 15<sup>TH</sup> FEBRUARY 2011 AT 4.00 P.M.**

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

**Also Present:** Councillor Sam Zair and Linda Goldie (Town Clerk)

**FIN 91/10 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillor Wilson.

**FIN 92/10 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**FIN 93/10 PUBLIC PARTICIPATION**

There were no members of the public in attendance.

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

**FIN 94/10 DEPOSIT ACCOUNT –  
BALANCE AS AT 15<sup>TH</sup> FEBRUARY 2011**

The balance of the Deposit Account as at 15<sup>th</sup> February was £20,665.95.

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

**FIN 95/10 CURRENT ACCOUNT –  
BALANCE AS AT 15<sup>TH</sup> FEBRUARY 2011**

The balance of the Current Account as at 15<sup>th</sup> February 2011 was £6,127.97.

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

**FIN 96/10 ALLOTMENTS ACCOUNT –  
BALANCE AS AT 15<sup>TH</sup> FEBRUARY 2011**

The balance of the Allotments Account as at 15<sup>th</sup> February 2011 was £2,560.28.

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

**FIN 97/10 MAYOR'S CHARITY ACCOUNT –  
BALANCE AS AT 15<sup>TH</sup> FEBRUARY 2011**

The balance of the Mayor's Charity Account as at 15<sup>th</sup> February 2011 was £6,397.76.

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

**FIN 98/10 AUTHORISATION OF CHEQUES – DELEGATED POWERS**

In accordance with Minute TC 54/09, the Mayor and Chair of Finance had authorised payment of cheque nos. 527 – 536 from the Current Account.

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

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

## **FIN 99/10 CHEQUES PRESENTED FOR AUTHORISATION**

Cheque nos. 537 – 544 from the Current Account and Cheque No. 0038 from the Allotments Account were presented for payment.

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

## **FIN 100/10 DONATIONS**

### **(a) Bishop Auckland St. Mary's Junior Football Club – Under 16b Team - Barcelona Cup 2011 (L.G.A. Act 1972 – Section 19)**

An application had been received from Bishop Auckland St. Mary's Juniors Football Club – Under 16b Team for funding towards taking the football team to The Barcelona Cup Tournament in Spain in July.

They were taking 19 players to the Tournament at a cost of £700 each and started fundraising in December 2009 and any donation would be most welcome. They plan to advertise all of their sponsors on a polo shirt that the players and team officials would wear to the Barcelona Cup.

The Club received £500 in April 2009 for their entry in the Barcelona Cup 2009.

**RESOLVED:** That an amount of £500 be donated to the Bishop Auckland St. Mary's Junior Football Club Under 16b Team.

### **(b) Bishop Auckland Schools Football Association – U/14's District Squad (L.G.A. Act 1972 – Section 19)**

An application had been received from the Bishop Auckland Schools Football Association for funding towards footballs, strips and tracksuits which would be required to send the U/14s district squad to the English Schools F.A. Tournament in the Isle of Wight on 17<sup>th</sup> – 21<sup>st</sup> April. They need to raise approximately £4,000 - £4,500 which would also cover accommodation and transport.

The Football Association received £500 in April 2010 towards the 2010 event.

**RESOLVED:** That an amount of £250.00 be donated to the Bishop Auckland Schools Football Association U/14s District Squad, to be taken out of the next Financial Year's budget.

## **FIN 101/10 MATTERS FOR FUTURE DISCUSSION –**

### **(a) Butterwick Hospice, Bishop Auckland – Twilight Walk – Saturday, 21<sup>st</sup> May 2011 - Sponsorship**

**NOTE:** Councillor Lesley Zair declared an interest in the above matter as the Butterwick Hospice was her chosen charity and took no part in the discussion.

The Chair informed members that a letter had just been received from the Butterwick Hospice, Bishop Auckland asking if the Council would consider sponsoring t-shirts for the above event to the value of £500 for which the Town Council logo would be printed on each one and also used as marketing material. He pointed that the letter had been received too late to be included on the agenda for discussion and due to the time factor involved it was:

**RECOMMENDED:** That consideration of the request be referred to the Council Meeting to be held on Tuesday, 22<sup>nd</sup> February.

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

## **FIN 102/10 EXCLUSION OF PRESS AND PUBLIC**

In accordance with the provision of Section 1 of the Public Bodies (Admission to meetings) Act 1960, as amended by Section 100 of the local Government Act 1972, the Council do now exclude the press and public for the remaining items on the agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

### **(a) Employment of Part-Time Admin Assistant**

At present, the Town Council employs a part-time Admin Assistant for 25 hours per week courtesy of the Future Jobs Fund administered by Groundwork North East. This six month contract comes to an end on 29<sup>th</sup> April.

An amount of £10,000 had been included in the budget for the possible employment a part-time Admin Assistant and the Committee considered a comprehensive report relating to the permanent employment of a part-time Admin Assistant.

After a lengthy discussion it was:-

**RECOMMENDED:** (i) That a permanent part-time Admin Assistant be employed by the Town Council.

(ii) That, as the present temporary post was advertised by Groundwork North East in consultation with the Town Clerk, in the Job Centre and a short-list and interview process carried out as recently as October 2010, the position be offered to the temporary part-time Admin Assistant already employed by the Town Council.

(iii) That the salary offered is based on NALC salary rates below LC Scale on SCP 4 at 25 hours per week from Monday to Thursday - 9.15am – 3.30pm with a commencement date of Tuesday, 3<sup>rd</sup> May 2011.

(iv) That the person employed be offered the opportunity to join the Local Government Pension Scheme.

### **(b) Employment of Part-time Park Warden(s)**

The Town Council was going to take advantage of the Future Jobs Fund to employ a part-time Park Ward which Groundwork North East would administer. However, notification had been received from Groundwork that they were unable to process any more applications through the Future Jobs Fund as it was coming to an end due to cutbacks.

An amount of £15,000 had been included in the budget for the employment of a Park Warden(s) and the Committee considered a comprehensive report relating to the permanent employment of a part-time Park Warden.

The Committee considered three issues:

- Whether to appoint a permanent part-time Park Warden
- Whether to participate in the County Council's Relief Neighbourhood Wardens Scheme
- Not to go ahead with a Park Warden Scheme and use the funds allocated for other projects

Various issues both for and against the idea were discussed.

In view of the issues involved it was:

**RECOMMENDED:** That a Working Party be set up in order to meet with the Police and Mark Farren, Education & Enforcement Manager (South) Durham County Council, to discuss the matter in more detail.

**Signed:** .....

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**Chair**