

Minutes of the Meeting of the **FINANCE COMMITTEE** held in the Four Clocks Centre, Bishop Auckland on **TUESDAY, 21ST JUNE 2011 AT 4.00 P.M.**

Present: Councillors Anderson, Golightly, Laurie, Lethbridge and Wilson

Also Present: Linda Goldie (Town Clerk)

FIN 1/11 ELECTION OF CHAIR

It was moved by Councillor Lethbridge and seconded by Councillor Wilson that Councillor Anderson be elected Chair of the Finance Committee for the ensuing year.

There being no further nominations, Councillor Alan Anderson was duly elected Chair of the Finance Committee for the ensuing year.

COUNCILLOR ANDERSON (in the Chair)

FIN 2/11 ELECTION OF VICE-CHAIR

It was moved by Councillor Laurie and seconded by Councillor Lethbridge that Councillor Wilson be elected Vice-Chair of the Finance Committee for the ensuing year.

There being no further nominations, Councillor David Wilson was duly elected Vice-Chair of the Finance Committee for the ensuing year.

FIN 3/11 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Kay.

FIN 4/11 DECLARATIONS OF INTEREST

Councillors Golightly and Laurie declared an interest in the application for funding from the Venture Out Project as they were both members of the Bishop Auckland Community Partnership.

Councillor Lethbridge declared an interest in the application for funding from the King James Community Association – Saturday Morning Arts/Crafts Club as he was a member of the Association.

Councillor Lethbridge declared an interest in the application for funding from the Auckland Youth and Community Centre (Girls Allowed Group) as he was a member of the Committee.

FIN 5/11 PUBLIC PARTICIPATION

There were no members of the public in attendance.

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

FIN 6/11 DEPOSIT ACCOUNT – BALANCE AS AT 21ST JUNE 2011

The balance of the Deposit Account as at 21st June 2011 was £83,831.00.

RECOMMENDED: That the information be noted.

Signed:
Chair

**FIN 7/11 CURRENT ACCOUNT –
BALANCE AS AT 21ST JUNE 2011**

The balance of the Current Account as at 21st June 2011 was £14,709.21.

RECOMMENDED: That the information be noted.

**FIN 8/11 ALLOTMENTS ACCOUNT –
BALANCE AS AT 21ST JUNE 2011**

The balance of the Allotments Account as at 21st June 2011 was £14,345.85.

RECOMMENDED: That the information be noted.

**FIN 9/11 MAYOR'S CHARITY ACCOUNT –
BALANCE AS AT 21ST JUNE 2011**

The balance of the Mayor's Charity Account as at 21st June 2011 was £1.29.

RECOMMENDED: That the information be noted.

FIN 10/11 AUTHORISATION OF CHEQUES – DELEGATED POWERS

In accordance with Minute TC 54/09, the Mayor and Chair of Finance had authorised payment of cheque nos. 585 - 601 from the Current Account and a Bank Transfer of £1,657.20 to Ten 2 Ltd. for the provision of Generators etc. for the Music Festival.

RESOLVED: That the action taken be noted.

FIN 11/11 CHEQUES PRESENTED FOR AUTHORISATION

Cheque nos. 602 - 608 from the Current Account and cheque no. 49 from the Allotments Account were presented for authorisation.

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

FIN 12/11 COMMUNITY FUND – APPLICATIONS

**(a) King James Community Association – Saturday Morning Arts/Crafts Club
Local Government (Miscellaneous Provision) Act 1976 – Section 19)**

An application had been received from King James Saturday Morning Arts/Crafts Club for funding of £500 towards the purchase of materials for young people aged 4 – 12 yrs.

A copy of income and expenditure had been requested together with a breakdown of costs.

RECOMMENDED: That an amount of £500.00 be given to King James Saturday Morning Arts/Crafts Club, subject to receipt of satisfactory paid invoices.

**(b) The Weardale Railway Trust
Local Government (Miscellaneous Provision) Act 1972 – Section 137)**

An application had been received from the Weardale Railway Trust for £480 towards the provision of dress uniform for 8 young people from Bishop Auckland who staff the train for the Bishop Auckland to Stanhope journey. These young people were being trained in how to greet and seat visitors, telling them where they were and a little history. The training scheme was about confidence building.

Signed:
Chair

A copy of bank statement was to be received.

RECOMMENDED: That an amount of £480.00 be given to the Weardale Railway Trust, subject to receipt of satisfactory paid invoices.

(c) Venture Out Project

An application had been received from the Venture Out Project which helped to assist vulnerable young people in the rehabilitation process. They had an allotment club at the site they currently rent on Woodhouse Close but had applied for £480 towards the hire of community transport to take these people on field trips during 2011/2012.

This group was recently one of the prize winners at the Council's Youth Awards Competition and received £2,000 towards the Venture Out Project.

RECOMMENDED: That as the Venture Out Project was one of the winners in this year's Youth Awards Competition, their application be refused but they be encouraged to apply another year.

**(d) Auckland Youth and Community Centre (AYCC) –
Girls Allowed Group
(Local Government (Miscellaneous Provision) Act 1976 – Section 19)**

An application had been received from Auckland Youth and Community Centre – Girls Allowed Group for £500 towards the purchase of cooking ingredients , arts and crafts materials etc.

The group was wanting to do a project which would promote economic wellbeing and encourage positive relationships including a healthy nutritious lifestyle. Key skills which would be learned were: how to look after themselves whilst gaining life and social skills, which were transferable into adult life (e.g. shopping and cooking on a budget, cooking healthy nutritious family meals) together with art and craft activities.

RESOLVED: That an amount of £500.00 be given to Auckland Youth and Community Centre, Girls Allowed Group, subject to receipt of satisfactory paid invoices

FIN 13/11 PROMS AT THE COLLEGE – PAYMENT OF INVOICE

The Council had received the invoice for payment of the Mowbray Orchestra which was to perform at this year's Proms at the College event on 3rd July. The invoice was required to be paid before the event and payment, therefore, was a matter of urgency. However, the budget allocated for The Proms was £6,000 and the invoice was for £6,650. There was a total amount of £6,458.00 in this budget heading and the shortfall could be met with proceeds from the next V.A.T. reclamation.

RECOMMENDED: That the amount of £6,650 be paid by bank transfer immediately and the shortfall be met from the next V.A.T. reclamation.

FIN 14/11 PROVISION OF DOG BAGS

The Council had recently provided, free of charge to members of the public, 5,000 dog bags as an incentive for dog owners to clean up after their pets.

This scheme had proved very successful and further requests for dog bags were being received.

The 5,000 dog bags were part of a bulk order which had been placed by various Parish/Town Councils through Great Aycliffe Town Council and details of costs were given if purchased direct from the Company.

Signed:
Chair

RECOMMENDED: (i) That an order of 10,000 dog bags be placed at a cost of £145.50.

(ii) That the C.D.A.L.C. be asked if they would consider organising a similar scheme for the purchase of dog bags in the future.

FIN 15/11 EXPENDITURE GREATER THAN £500

Arising from the comments made by the Internal Auditor on Section 4 of the Annual Return 2010/2011, it was felt that the Council should consider whether it should maintain a separate file for public expenditure greater than £500. Although this was not yet a mandatory requirement, it would, nevertheless, be good practice for the Council to at least consider the matter.

RECOMMENDED: That as a measure of good practice, the Town Council maintains a separate file for public expenditure greater than £500.

FIN 16/11 YOUTH AWARDS COMPETITION 2011

The Youth Awards 2011 presentation Evening had been a great success and the Mayor had presented cheques and certificates to the undermentioned winners:-

- Bishop Auckland Youth Rugby Trust £2,000.00
to ensure the future of Rugby Union in Bishop Auckland making it accessible to all young age groups
- Venture Out Project £2,000.00
to provide protective clothing, training expenses etc to vulnerable young who are involved in an allotment project
- Bishop Auckland Theatre Hooligans (BATH) £2,000.00
to produce a performance commissioned by the Racial Equality Council "Behind my Eyes" which is a Youth Democracy Project performed by cast Bishop Auckland, Jamaica, Ireland and Norway

The undermentioned remaining groups received £75.00 each:-

- Happy Helpers (Cockton Hill Infant School)
- Princes Trust Team
- Bishop Auckland Canoe & Kayak Club
- Bubblebath and Tinbath
- Wear Valley Christian Centre
- Jackass Youth Centre
- Project Peru (St. John's Catholic School and Sixth Form Centre)
- Summer Play Scheme (King James 1 Community Arts college)
- Kids for Kids UK

Presentations were given by last year's winners who were:-

- Jack Drum Arts
- Woodhouse Acting Silly Harry's (WASH) Youth Theatre and Arts
- The Four Clocks Youth Project

RECOMMENDED: That information be noted.

Signed:
Chair

FIN 17/11 SPEND AGAINST BUDGET AS AT 30TH JUNE 2011

A copy of the Spend Against Budget as at 30th June 2011 had been circulated.

(a) Train Station

RECOMMENDED: That Bishop Auckland Station Trust be informed that the Town Council has allocated £1,000 in its budget towards the improvement of Bishop Auckland Railway Station.

(b) Park Wardens(s)

RECOMMENDED: That a meeting be arranged, as soon as possible, between all interested parties to further progress the idea of employing Park Warden(s)

FIN 18/11 INVESTMENTS SUMMARY AND FUTURE INVESTMENTS

A copy of the Council's Investments Summary had been circulated.

The Chair pointed out that as there was over £83,000 in the Deposit Account, which was Working Capital earning very little interest, the Committee needed to consider investing at least £50,000 in a short-term investment. This amount could be invested on a 6 weekly cycle earning 0.51% interest in Lloyds TSB.

The Clerk drew attention to the fact that not many banks would take on Local Authority accounts but she had asked the C.D.A.L.C. to enquire of other Parish/Town Councils which banks they used.

There was also an amount of £3,000 towards the 2013 election which also needed to be invested. It was considered that until an appropriate investment account could be found, this amount be included with the £50,000 short-term investment.

Discussion took place regarding the control of the Bank Accounts through Internet Banking. The consensus of opinion was that this would be the way forward.

RECOMMENDED: (i) That an amount of £53,000 (which includes £3,000 towards the 2013 election) be invested on a 6 weekly cycle earning 0.51% interest in Lloyds TSB.

(ii) That the necessary forms be completed to enable the Town Council to carry out its banking through the Internet and the persons authorised to use this system should be the Town Clerk, the Chair of Finance (Councillor Anderson) and the Vice-Chair of Finance (Councillor Wilson).

FIN 19[p0/11 MATTERS FOR FUTURE DISCUSSION

There were no matters for future discussion.

Signed:
Chair