

Minutes of the Meeting of the **FINANCE COMMITTEE** held in the Four Clocks Centre, Bishop Auckland on **TUESDAY, 18TH OCTOBER 2011** AT 4.00 p.m.

Present: Councillor Anderson (in the Chair) and Councillors Golightly, Laurie, Lee, Lethbridge (ex officio) and Wilson.

Also Present: Councillor Sam Zair, Ashley Barnard (Wear Valley Mercury) and Linda Goldie (Town Clerk)

FIN 47/11 APOLOGIES FOR ABSENCE

There were no apologies for absence.

FIN 48/11 DECLARATIONS OF INTEREST

Councillors Golightly, Laurie and Lethbridge declared an interest in Minute No. FIN 55/11(a) Community Fund Application – Bishop Auckland Community Partnership, as they are members of the Bishop Auckland Community Partnership.

FIN 49/11 PUBLIC PARTICIPATION

There were no members of the public in attendance.

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

**FIN 50/11 DEPOSIT ACCOUNT –
BALANCE AS AT 18TH OCTOBER 2011**

The balance of the Deposit Account as at 18th October 2011 was £16,267.63.

RECOMMENDED: That the information be noted.

**FIN 51/11 CURRENT ACCOUNT –
BALANCE AS AT 18TH OCTOBER 2011**

The balance of the Current Account as at 18th October was £4,372.46.

RECOMMENDED: That the information be noted.

**FIN 52/11 ALLOTMENTS ACCOUNT –
BALANCE AS AT 18TH OCTOBER 2011**

The balance of the Allotments Account as at 18th October 2011 was £9,863.01.

RECOMMENDED: That the information be noted.

**FIN 53/11 MAYOR'S CHARITY ACCOUNT –
BALANCE AS AT 18TH OCTOBER 2011**

The balance of the Mayor's Charity Account as at 18th October 2011 was £1,413.89.

RECOMMENDED: That the information be noted.

Signed: **1 - 3**
Chair

FIN 54/11 AUTHORISATION OF CHEQUES – DELEGATED POWERS

In accordance with Minute TC 54/09, the Mayor and Chair of Finance had authorised payment of cheque nos. 637 – 657 from the Current Account and cheque nos. 58 - 66 from the Allotments Account.

RESOLVED: That the action taken be noted.

FIN 55/11 COMMUNITY FUND APPLICATION –

**(a) Bishop Auckland Community Partnership
Local Government (Miscellaneous Provision) Act 1972 – Section 137)**

An application for £500.00 had been received from Bishop Auckland Community Partnership towards the promotion of the Community Partnership by means of a leaflet to be distributed by the Bishop Press which goes to 9,000 residents in Bishop Auckland.

RECOMMENDED: That an amount of £500.00 be given to the Bishop Auckland Community Partnership, subject to receipt of satisfactory paid invoices

FIN 56/11 AUDIT PLANNING DIARY 2011/2012

The Audit Planning Diary for 2011/2012 had been circulated.

RECOMMENDED: That the Audit Planning Diary for 2011/2012 be approved and adopted.

FIN 57/11 REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT 2011/2012

A copy of the Review of the Effectiveness of Internal Audit for 2011/2012 is attached.

RECOMMENDED: That the Review of the Effectiveness of Internal Audit for 2011/2012 be approved and adopted.

**FIN 58/11 DELEGATED POWERS – AUGUST RECESS – FUNDING TOWARDS CHILDREN'S
ACTIVITIES – SOUTH CHURCH LANE ANNUAL OPEN DAY**

In accordance with delegated powers, an amount of £150.00 had been approved to be given towards the children's activities at South Church Lane Annual Open Day, subject to receipt of satisfactory paid invoices.

RECOMMENDED: That the action taken be noted.

**FIN 59/11 CHRISTMAS TREE PROVISION AND ASSOCIATED WORKS –
WAIVING OF FINANCIAL REGULATIONS**

Durham County Council was a specialist contractor in providing an all-inclusive service for the provision of a Christmas tree and the associated works involved and a quotation of £1,596.00 (inc. VAT) had been received. The works include:

- Provide and erect an 18' (approx) Christmas tree
- Dress (with the Town Council's decorations) and subsequently undress the tree and store lights
- At the end of the Festive season, remove the tree from site and dispose
- Collecting lights from storage and test.

Signed: **2 - 3**
Chair

RECOMMENDED: That Paragraph 11(c) of the Financial Regulations be waived due to the specialist nature of the work requested and the quotation be accepted.

FIN 60/11 BUDGET

(a) Spend Against Budget as at 30th September 2011

Members considered the Spend Against Budget as at 30th September 2011, details of which had been circulated.

RECOMMENDED: (i) That following adjustment be made:-

- **Newsletter, Publications and Website**

That the balance of £1,407.13 in the above Budget Heading be vired to the Membership/Training budget and the Newsletter, Publications & Website Budget Heading be deleted.

FIN 61/11 MATTERS FOR FUTURE DISCUSSION

There were no matters for future discussion.

FIN 62/11 Exclusion of Press and Public

In accordance with the provisions 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 item on the agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

FIN 63/11 BUDGET FOR 2012/2013 – FIRST DRAFT

A **FIRST DRAFT** of a budget for 2012/2013 had been circulated for consideration and amendment.

Included in last year's budget was an amount of £2,500 financial support towards the Wear Valley C.A.B.

A letter had been received from the Wear Valley C.A.B. asking if the Town Council would consider supporting it in a similar way in the forthcoming financial year

Councillor Lethbridge left the meeting.

After a lengthy and lively debate it was:

RECOMMENDED: That a **SECOND DRAFT** of a Budget for 2012/2013 based on the amendments suggested be prepared and submitted for further consideration at the Council Meeting to be held on 25th October 2011.

Signed:
Chair