

Minutes of the Meeting of the **FINANCE COMMITTEE** held in the Four Clocks Centre, Bishop Auckland on **TUESDAY, 15TH MAY 2012 AT 4.00 P.M.**

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

Also Present: Linda Goldie (Town Clerk)

FIN 136/12 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Lethbridge.

FIN 137/12 DECLARATIONS OF INTEREST

There were no declarations of interest.

FIN 138/12 PUBLIC PARTICIPATION

There were no members of the public in attendance.

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

**FIN 139/12 DEPOSIT ACCOUNT –
BALANCE AS AT 15TH MAY 2012**

The balance of the Deposit Account as at 15th May 2012 was £129,736.29.

RECOMMENDED: That the information be noted.

**FIN 140/12 CURRENT ACCOUNT –
BALANCE AS AT 15TH MAY 2012**

The balance of the Current Account as at 15th May 2012 was £6,460.47.

RECOMMENDED: That the information be noted.

**FIN 141/12 ALLOTMENTS ACCOUNT –
BALANCE AS AT 15TH MAY 2012**

The balance of the Allotments Account as at 15th May 2012 was £10,322.29.

RECOMMENDED: That the information be noted.

**FIN 142/12 MAYOR'S CHARITY ACCOUNT –
BALANCE AS AT 15TH MAY 2012**

The balance of the Mayor's Charity Account as at 15th May 2012 was £2,478.94.

RECOMMENDED: That the information be noted.

FIN 143/12 AUTHORISATION OF CHEQUES – DELEGATED POWERS

In accordance with Minute TC 54/09, the Mayor and Chair of Finance had authorised payment of cheque nos. 726 – 728 from the Current Account and cheque no. 89 from the Allotments Account.

RESOLVED: That the action taken be noted.

Signed:

Chair

FIN 144/12 CHEQUES PRESENTED FOR AUTHORISATION

Cheque nos. 729 – 733 from the Current Account and cheque nos. 14 & 15 from the Mayor's Charity Account were presented for authorisation.

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

FIN 145/12 FRIENDS OF BISHOP AUCKLAND RAILWAY STATION

Councillor Golightly reported that she had attended a meeting of the Friends of Bishop Auckland Railway Station. The Group were in the process of setting up a bank account but, in the meantime, they were requesting the Town Council to pay invoices out of the £1,000 allocated in the Train Station Enhancement Budget.

This item had been referred from the Council Meeting held on 27th March 2012.

RECOMMENDED: That the Friends of Bishop Auckland Railway Station be informed that the Town Council cannot pay invoices out of the £1,000 allocated in the Train Station Enhancement Budget and that this money be placed in the 2012-2013 Surplus Underspend in Reserves.

FIN 146/12 LLOYDS T.S.B. BANK ACCOUNT – DEBIT CARD

With the amount of transactions being undertaken in the day to day running of the Council, members considered the advantages of the Town Council having a Debit Card on the Current Account.

RECOMMENDED: That a Debit Card be obtained for use on the Council's Current Account with Lloyds T.S.B. Bank.

FIN 147/12 EMPLOYING PEOPLE TRAINING COURSE – 1ST MAY 2012 – APPROVED DUTY

Councillors Anderson and Laurie had been authorised to attend the above training course.

RECOMMENDED: That the training course be authorised as an approved duty.

FIN 148/12 CHRISTMAS ACTIVITIES 2012

Discussion took place as to what expenditure the Town Council would like to incur on providing Christmas activities in the town.

RECOMMENDED: (i) That £4,000 be allocated from the Christmas Budget Heading towards providing activities in the town over the Christmas period and Durham County Council Events Team be requested to carry out this service.

(ii) That, as the Events Team specialise in providing this type of entertainment, Paragraph 11(c) of the Financial Regulations be waived due to the specialist nature of the work requested.

FIN 149/12 CERTIFICATE IN LOCAL COUNCIL ADMINISTRATION (C.i.L.C.A.) 2012 – MENTORING COURSE

Notification had been received from the County Durham and Cleveland County Training Partnership of a Mentoring Course in the Certificate in Local Council Administration 2012 to be held in September.

Signed:

Chair

A revised portfolio had just been released which covered 24 topics dealing with roles and Responsibilities, Law, Procedures, Finance, Planning and Community Action and the course comprised of 6 monthly meetings with a number of modules being dealt with at each meeting.

The fee for the whole course per person would be £190 and Michael Armstrong, Admin Assistant had expressed an interest to take this qualification.

RECOMMENDED: That approval be given for Michael Armstrong to take the C.i.L.C.A. qualification and the fee of £190 be paid.

FIN 150/12 IN PRIVATE

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 excluded 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.

FIN 151/12 UNDERSPEND/CARRYING FORWARD TO NEW FINANCIAL YEAR

Discussion took place regarding year end underspend and the carrying forward of balances to the new financial year.

RECOMMENDED: (i) That an Earmarked Reserves Budget Heading be set up for 2012/2013 as approved and that future budgets be structured accordingly.

(ii) That the surplus underspend be transferred to Reserves.

Signed:

Chair: