

Minutes of the Meeting of the **FINANCE COMMITTEE** held in the Four Clocks Centre, Bishop Auckland on **TUESDAY, 23RD OCTOBER 2012 AT 4.00 P.M.**

Present: Councillor Anderson (in the Chair) and Councillors Golightly and Wilson.

Also Present: Linda Goldie (Town Clerk).

FIN 50/12 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Laurie.

FIN 51/12 DECLARATIONS OF INTEREST

There were no declarations of interest.

FIN 52/12 PUBLIC PARTICIPATION

There were no members of the public in attendance.

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

**FIN 53/12 DEPOSIT ACCOUNT –
BALANCE AS AT 23RD OCTOBER 2012**

The balance of the Deposit Account as at **23rd October 2012** was £37,338.06.

**FIN 54/12 CURRENT ACCOUNT –
BALANCE AS AT 23RD OCTOBER 2012**

The balance of the Current Account as at **23rd October 2012** was £6,355.96.

**FIN 55/12 ALLOTMENTS ACCOUNT –
BALANCE AS AT 23RD OCTOBER 2012**

The balance of the Allotments Account as at **23rd October 2012** was £8,826.99.

**FIN 56/12 MAYOR'S CHARITY ACCOUNT –
BALANCE AS AT 23rd OCTOBER 2012**

The balance of the Mayor's Charity Account as at **23rd October 2012** was £468.79.

FIN 57/12 AUTHORISATION OF CHEQUES – DELEGATED POWERS

In accordance with Delegated Powers, the Mayor and Chair of Finance had authorised payment of cheque nos. 812 – 825 from the Current Account and cheque nos. 99 – 106 from the Allotments Account.

RECOMMENDED: That the action taken be confirmed.

FIN 58/12 CHEQUES PRESENTED FOR AUTHORISATION

Cheque nos. 826 – 829 were presented for authorisation.

RECOMMENDED: That the above cheques be authorised for payment.

Signed:
Chair

**FIN 59/12 DONATION – BISHOP PRESS
(Local Government Act 1972 – Section 137)**

At the last meeting of the Finance Committee it was agreed that an amount of £2,000 be donated to the Bishop Press. However, this large amount had left a deficit in the Donations Budget heading.

RECOMMENDED: That £1,500 be vired from the Community Fund budget to offset this shortfall.

FIN 60/12 COMMUNITY FUND - APPLICATION

**(a) Four Clocks Youth Project
(Local Government Act 1976 – Section 19)**

An application had been received from the Four Clocks Youth Project for funding of £333.96 towards the introduction of an additional activity night aimed at 8 to 13yrs olds and a copy of the application had been circulated, together with a bank statement.

RECOMMENDED: That an amount of £340.00 be given to the Four Clocks Youth Project subject to receipt of satisfactory paid invoices.

FIN 61/12 DONATION – APPLICATION

(a) Bishop Auckland Town (Development Squad of Bishop Auckland F.C.)

A letter had been received from Bishop Auckland Town FC requesting a donation towards the formation of a 'development squad' at under 18 level and a copy of the application had been circulated.

RECOMMENDED: That Bishop Auckland Town FC be informed that as the Town Council has given a lot of support to various football development schemes over this financial year, the application be refused in this instance.

FIN 62/12 TOWN COUNCIL CHRISTMAS TREE – EXTRA LIGHTS

At the last meeting of the Finance Committee it was recommended that two extra strings of white lights be purchased for the Town Council Christmas Tree. However, having consulted with the County Council, we have been informed that our tree is 'maxed out' i.e. it can take no more lights, it being noted that D.C.C. have added further lights over the years to our tree.

RECOMMENDED: That the information be noted.

**FIN 63/12 GROUNDWORK NORTH EAST –
PARKS & ENVIRONMENTAL SUPPORT TEAM –
CHANGES TO SERVICE DELIVERY AGREEMENT
AND SUBSEQUENT EFFECT ON WINTER MAINTENANCE AGREEMENT**

The Finance Committee at its meeting held in June 2012 was informed of the changes to the Service Delivery Agreement entered into with Groundwork Northeast for the provision of a Parks & Environmental Support Team. This meant that the Team now only comprised of one Supervisor and one Apprentice as opposed to up to five Apprentices as per the original Agreement.

Arising out of the letter of concern sent to Groundwork, a meeting had been held with the Chair of the Finance Committee, the Town Clerk and Groundwork's Landservices Manager where concern was again expressed and various alternative options were suggested and discussed including the effect on the delivery of the Council's Winter Maintenance Agreement with Durham County Council.

Signed:
Chair

Detailed costings and other options to keep the scheme running had been received, a copy of which had been circulated for information.

Both Agreements were up for renewal.

RECOMMENDED: That because of the ongoing budget setting discussions, consideration of the renewal of both Agreements be deferred pending the final completion of the budget.

FIN 64/12 MATTERS FOR FUTURE DISCUSSION

There were no matters for future discussion.

FIN 65/12 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 excluded 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 66/12 END OF YEAR BALANCE – SHORTFALL IN SALARY BUDGETS
DUE TO STAFFING RESTRUCTURE**

Arising from the backdating of the part-time Admin Assistant's pension and the staffing restructure which was not budgeted for, an amount of £2,500 was needed to offset the shortfall in the salary budget.

RECOMMENDED: That an amount of £2,500 be taken from Cash Reserves to offset this shortfall.

FIN 67/12 BUDGET FOR 2013/2014 – FIRST DRAFT

A copy of a first draft of the Budget for 2013/2014 had been considered.

After a lengthy discussion it was:

RECOMMENDED: That a SECOND DRAFT of a Budget for 2013/2014, based on the amendments suggested, be prepared and submitted for further consideration at the Council Meeting to be held on 30th October 2012.

Signed:
Chair