

**Present:** Councillor Wilson (in the Chair) and Councillors Brownson, Blackburn and Golightly

**Also Present:** Councillor D.A. Fleming, J. Lethbridge and C Race together with David Anderson (Town Clerk).

**FIN.1/13 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Anderson

**FIN.2/13 DECLARATIONS OF INTEREST**

Councillor Lethbridge declared an interest in respect of Minute No FIN.11/13 Applications for Donations from Auckland Youth and Community Centre and Woodhouse Close Primary School.

**FIN.3/13 PUBLIC PARTICIPATION**

There were no members of the public in attendance.

**REPORT OF TOWN CLERK**

**FIN.4/13 ACCOUNT BALANCES AS AT 18<sup>TH</sup> JUNE 2013**

The Town Clerk reported account balances as follows:-

Deposit Account	£115,423.00
Current Account	£1,695.11
Allotments Account	£13,683.97
Mayors Charity Account	£1.79

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

**FIN.5/13 AUTHORISATION OF CHEQUES – DELEGATED POWERS**

In accordance with Delegated Powers, the Mayor and Chair of Finance had authorised payment of cheque nos. 888 – 917 from the Current Account, cheque nos. 128 to 130 from the Allotments Account and cheque no 19 from the Mayors Charity Account, as detailed in the report.

**RECOMMENDED:** That the action taken be confirmed.

**FIN.6/13 CHEQUES PRESENTED FOR AUTHORISATION**

There were no cheques presented for authorisation.

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

**FIN.7/13 BARCLAYS BOND 97**

Members noted that the Town Council's Investment Bond No 78 of 43,100 with Barclays Bank plc had matured with £548.02 being received.

In consultation with the Chairman of Finance, the total amount of £43,648.02 had been invested in Barclays Bond 96 for nine months at a rate of 1.2% per annum, maturing on 28<sup>th</sup> March 2014.

**RECOMMENDED:** That the information be noted and action taken approved.

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

**FIN.8/13 FINANCIAL ARRANGEMENTS – AUTHORISED SIGNATORIES**

Members noted that the Council’s Financial Regulations and banking arrangements required that cheques drawn against the Council’s bank accounts to be signed by 2 Members of the Council with appropriate authorisation, referred to as cheque signatories.

A review of the cheque signatories was required as Barbara Laurie had stood down at the May election and Councillor S. Zair and L. Zair had requested that they be replaced.

It was suggested that the following Councillors, together with the Town Clerk as Responsible Financial Officer, be signatories for the Council’s bank accounts.

- Councillor David A Fleming (Mayor)
- Councillor C. Race (Deputy Mayor)
- Councillor Alan Anderson (Chairman of Finance)
- Councillor David Wilson (Vice-Chairman of Finance)
- Plus 2 additional members of the Finance Committee

This arrangement would enable the Council to effectively manage its financial affairs.

**RECOMMENDED:** That the following Councillors, together with the Town Clerk, be authorised signatories for the Council’s bank accounts:-

- Councillor David A Fleming
- Councillor Colin Race
- Councillor Alan Anderson
- Councillor David Wilson
- Councillor Jamie Blackburn
- Councillor Ann Golightly

**FIN.9/13 INSTALLATION OF BANNER ARMS ON LAMPPOSTS**

Members noted that the Town Council, in partnership with the Town Team, had arranged for banners to be installed at the north end of Newgate Street (Market Place to Theatre Corner) in the summer of 2012 to celebrate the Queens Diamond Jubilee and the Olympic Torch Relay passing through Bishop Auckland. Banners had been sponsored by local businesses, which offset much of the cost.

Consideration was being given by the Town Team Events Sub-Group to use the banners to hold a ‘Treasure Hunt’ type competition with the aim of increasing footfall in the Town. It was the intention to extend the area of Newgate Street covered by the banners to Morrison’s roundabout so that the retailers in the Four Clocks Quarter could be included in the promotion. The main barrier to this was that lampposts in that area did not have arms to hold banners and therefore these required to be installed. The supply and installation of the 17 pairs of additional arms would cost £3,529 + VAT. The arms could also be used for other promotions and to hang new Christmas street lights.

Numerous approaches had been made to various services within Durham County Council to fund the additional arms, but due to budgetary constraints this has not been possible. Given the importance of supporting retailing in the town, and the limited time available if the competition was to be held in 2013, the Mayor and the Chairman of Finance had authorised the purchase of additional arms.

**RECOMMENDED:** That the Mayor’s and Chairman of Finance’s action in approving an order for the supply and erection of 17 pairs of lamppost arms at a cost of £3,529 be ratified.

Signed: .....  
Chair

### **FIN.10/13 REVIEW OF COMMUNITY GRANTS AND DONATIONS POLICY**

At its meeting held on 19<sup>th</sup> March 2013 Members of the Finance Committee noted that the budget for 2012/13 had been spent and therefore agreed to defer consideration of applications for financial assistance from the Community Fund and applications for Donations. This provided an opportunity for the policy relating to grants and donations to be reviewed with comparisons being made with policies of other local councils within the County.

Members considered in detail relevant information provided by local councils within the County relating to the operation of donations and grants.

It was suggested that a draft policy and application form be prepared for further discussion at the next meeting of the Finance Committee.

**RECOMMENDED:** That a draft policy and application form be prepared and discussed at the next meeting of the Finance Committee.

### **FIN.11/13 APPLICATIONS FOR DONATIONS**

Consideration was given to applications for donations from the following organisations:-

- a. The Learning Library
- b. Bishop Auckland St Mary's U16's FC
- c. Durham Miners' Association
- d. Witton-le-Wear Primary School
- e. Auckland Youth and Community Centre (AYCC)
- f. Chyrelle Addams Cancer Trust
- g. Incredible Edible King James
- h. Woodhouse Close Primary School
- i. Bishop Auckland & District Pipes and Drums
- j. Cockton Hill Bowling Club
- k. St Wilfrid's RC Primary School
- l. Bishop Diamonds Jazz Band

The Committee gave careful consideration to the applications, however in the light of budget constraints were unable to support all of them.

It was noted that donations were made under Section 137 of the Local Government Act unless otherwise stated.

- RECOMMENDED:**
1. That a message of support be purchased in the Durham Miners' Gala Souvenir Brochure to assist with funding at a cost of £.45.00.
  2. That a donation of £230 be made to Woodhouse Close Primary School to help fund a 2 night residential for disadvantaged pupils aged 7-8 years.
  3. That a donation of £50 be made to Bishop Auckland & District Pipes and Drums to help purchase equipment. (s145 Local Government Act 1972)
  4. That a donation of £50 be made to Cockton Hill Bowling Club to assist with running costs.
  5. That a donation of £100 be made to Bishop Diamonds Jazz Band to assist with the purchase of equipment. (s145 Local Government Act 1972)

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

6. That further information be requested from the Learning Library regarding the number of people within the Town Council area.
7. That no donation be made to:-
  - Bishop Auckland St Mary's U16's FC
  - Witton-le-Wear Primary School
  - Auckland Youth and Community Centre (AYCC)
  - Chyrelle Addams Cancer Trust
  - Incredible Edible King James
  - St Wilfrid's RC Primary School

**FIN.12/13 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 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.13/13 Application to Purchase Allotment Plot**

Further to consideration at its meeting held on 19<sup>th</sup> March 2013 (Minute No FIN.113/12 refers) Members noted that a valuation had been received from Durham County Council, which had been forwarded to the applicant for consideration.

It had been previously agreed that the Town Council's costs should be borne by the applicant and therefore an invoice would be raised to recover the cost of the valuation.

The Committee confirmed its recommendation to sell the plot.

- RECOMMENDED:**
1. That the sale of the plot be confirmed.
  2. That the tenant be invoiced to recover the cost of the valuation.

Signed: .....  
Chair