

HEXHAM TOWN COUNCIL

I HEREBY GIVE NOTICE THAT a meeting of the Finance and General Purposes Committee will be held in the Council Office, St Andrew's Cemetery, Hexham on 2 January 2018 at 10.00am, when the following items will be discussed:

A G E N D A

1. Apologies for absence.
2. To receive minutes of the Finance and General Purposes Committee meeting held on 11 December 2017, enclosed.
3. Matters arising, if any.
4. Declarations of interest (see enclosed).
5. To consider any amendment required to the budget regarding street cleansing.
6. To agree a date for the next meeting of the Committee.
7. Any urgent matters at the Chairman of the meeting's discretion. (*Matters to be raised under this item should be written out (if possible) and handed to the Chairman of the meeting or the Clerk before the meeting begins.*)



Jane Kevan
Town Clerk
22 December 2017

Hexham Town Council
Council Office
St Andrew's Cemetery
West Road
Hexham
NE46 3RR
01434 609575
clerk@hexhamtowncouncil.gov.uk
H agenda 0118 FandGPCCommittee

HEXHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 11 DECEMBER 2017

404.	PRESENT: Councillor J M Graham in the Chair and Councillors T G E Gillanders, R Hull, T Cessford and T Pearson.
405.	APOLOGIES FOR ABSENCE were received from Councillors J Ord and Mrs C R Homer.
406.	MINUTES of the meeting held on 29 November 2017, having been circulated, were AGREED.
407.	MATTERS ARISING: a) CEMETERY WORKER (minute 393a and action log refers). It was noted that a fulltime post is being advertised, with a closing date of 22 December. b) HEXHAM ABBEY FLOODLIGHTS (minute 400 and action log refers). It was noted that a quote has been requested but not been received to date.
408.	DECLARATIONS OF INTEREST: There were no declarations of interest declared except Councillors Cessford and Hull are both members of Hexham Community Partnership and Councillor Cessford is a trustee of Hexham Youth Initiative.
409.	PRESENTATIONS FROM HEXHAM COMMUNITY PARTNERSHIP AND HEXHAM YOUTH INITIATIVE: Short presentations were made on behalf of both organisations and it was AGREED to confirm awards of Grant Aid as agreed in confidential minute 383 and also for each organisation to provide a short report each year on what the grant had been used to achieve in the previous year before confirming the grant for the following year.
410.	FINANCIAL REPORT: The bank statement and account reconciliation together with the 2017/18 Budget report to 30 November 2017 were received and accepted. Copies are attached to the minutes. Councillor Hull asked about the type of business banking used by Town and Parish Councils and it was agreed that Councillor Gillanders will raise this at a Northumberland Association of Local Councils meeting.
411.	2017/18 RISK ASSESSMENT: This was considered but, prior to any amendments and/or recommendation, it was AGREED to consider versions adopted by other Town Councils.
412.	NEXT MEETING: It was AGREED that the next Committee meeting will be held on 24 January 2018 at 6.45pm in the Council Office, St

	Andrew's Cemetery, Hexham.
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Action Log

Ask about other Town Councils' business banking at the next NALC meeting.	Councillor Gillanders
Research financial risk assessments adopted by other Town Councils.	Clerk

Chairman

HEXHAM TOWN COUNCIL - DECLARATIONS OF INTEREST
FINANCE AND GENERAL PURPOSES COMMITTEE

Under the Code of Conduct adopted by the Council on 3 September 2012 Councillors must declare if they have a disclosable interest in any matters under consideration.

To do so Councillors must use one of the following statements:-

1. "I have a disclosable pecuniary interest
in..... (for example:) Agenda item 3,
Planning application number 13/1234".
(NOTE: Code of Conduct paragraphs 11&15 apply).

2. "I have a disclosable personal interest
in..... (for example:) Agenda item 4,
Grant aid application by Hexham Youth Initiative
(NOTE: Code of Conduct paragraph 13 applies).

Councillors should familiarise themselves with the Code of Conduct regarding the definitions of (A) pecuniary interest and (B) other personal interest and their obligations when declaring any interest.

To ensure Councillors interests are correctly minuted please use one of the above statements when declaring an interest.

NB. Should a Councillor wish to take part in the consideration and voting on a matter or matters in which he/she has a disclosable interest then they may request a dispensation be granted to enable them to take part in the discussion and voting on it but at least 10 days' notice must be given for any dispensation request.