

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 28 June 2017 at 6.30pm, when the following items will be discussed:

A G E N D A

1. To agree the Committee Chairman.
2. To note Committee members are Councillors Graham, Gillanders, Green, Cessford, Hare, Ord, Pearson, Hull and Mrs Homer.
3. To agree members of the Finance and General Purposes Staff Sub-Committee and the date of the next meeting.
4. Apologies for absence.
5. To receive minutes of the Finance and General Purposes Committee meeting held on 11 April 2017 enclosed.
6. Matters arising, if any.
7. Declarations of interest (see enclosed).
8. To receive bank reconciliation and budget income and expenditure report to 31 May 2017 (attached).
9. To consider a partnership agreement between the Council and Town Twinning Association.
10. To consider requests received for donations (see enclosed).
11. To agree a date for the next meeting of the Committee.
12. 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 June 2017

Hexham Town Council
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St Andrew's Cemetery
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H agenda 0617 FandGPCCommittee

HEXHAM TOWN COUNCIL

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

335.	PRESENT: Councillor J M Graham in the Chair and Councillors T Cessford, T G E Gillanders, Mrs C R Homer, T Robson and P E Oliver.
336.	APOLOGIES FOR ABSENCE were received from Councillors J V R Hare and D Clegg.
337.	MINUTES of the meeting held on 14 February 2017, having been circulated, were AGREED.
338.	MATTERS ARISING: There were no matters arising.
339.	DECLARATIONS OF INTEREST: There were no declarations of interest.
340.	FINANCIAL REPORT: The bank statement and account reconciliation together with the 2016/17 Budget report to 31 March 2017 were received and accepted. Copies are attached to the minutes.
341.	PROVISION OF PUBLIC TOILETS: The options report previously considered by the Planning and Infrastructure Committee on 10 March 2017 was considered. It was noted that Hexham BID has agreed to promote the Community Toilet Scheme but it is not yet known how many businesses may be interested. It was AGREED to get more detailed costs on the refurbishment and maintenance of the toilets at St Mary's Wynd and find out if the County Council would take a contribution from the Town Council for County Council staff to work at these toilets.
342.	ACTION PLAN FOR 2017/18: The proposed action plan was AGREED to be recommended to the new Council with some minor amendments and additions to include resurfacing the Skate Park, supporting town wide events, reviewing service levels and considering Local Transport Plan priorities.
343.	KUBOTA TRACTOR: It was AGREED to settle the loan.
344.	HEXHAM NEIGHBOURHOOD PLAN BUDGET: Payments committed to come out of the 2016/17 budget but not yet paid as invoices are outstanding were noted.
345.	TELEPHONE LINE RENTAL AND CALLS QUOTE: The quote from NCS was noted and it was AGREED to get further quotes before making any decision about a new supplier.

346.	WATER PIPE LEAK: It was noted that there is a leak in the private water pipe that supplies the Cemetery. It was AGREED to get the leak investigated and repaired as a matter of urgency.
347.	WASTE BINS: It was noted that some of the bins in Hexham have unlocked or damaged doors and AGREED to request the County Council to provide a list of broken bins so that replacements may be considered.
348.	HEXHAM PANT SEATS: It was AGREED these need to be repainted.
349.	NEXT MEETING: It was AGREED that the next Committee meeting will be held on a date to be confirmed in the Council Office, St Andrew's Cemetery, Hexham.

Action Log

Check BID response re: Community Toilet Scheme	Councillor Gillanders
Get detailed costs for St Mary's Wynd toilets' refurbishment and maintenance and contact NCC to see if would take HTC contribution for NCC staff to work there (forwarded to Councillors (and related explanation on 24/4/17), and advised "NCC would welcome the opportunity" to take a contribution for NCC staff).	Clerk
Amend Action Plan and refer to the June Full Council meeting (done)	Clerk
Settle the tractor loan (done)	Clerk
Get further quotes for the phone line rental and calls (requested from V4 20/4)	Clerk
Ask NCC for a list of broken bins (requested 20/4/17)	Clerk
Ask Operations Manager to arrange painting of the seats at the Pant (done 12/4/17)	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.

HEXHAM TOWN COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE

The following organisations have requested one-off donations:

Organisation	Reason	Amount (if specified)
Hexham Abbey Festival	Support the 2017 Hexham Abbey Festival.	£750.00
Northumberland Domestic Abuse Services	Free and confidential service across Northumberland offering emotional and practical support to ensure victims of abuse are seen when and where is accessible for them. NDAS also launched a Children's Service at Hexham Abbey in 2016.	
Tynedale Hospice at Home	Nursing care, hospital transport and bereavement support.	
Hexham Holiday Club 2017	Running costs in particular for an end of summer BBQ on Tyne Green.	£500.00

The Committee has £1500.00 in the budget for donations (one time only) and I RECOMMEND some of this is reserved in case further applications are received.

Jane Kevan
Town Clerk
2 June 2017

HEXHAM TOWN COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE

**Partnership Agreement between Hexham Town Council and Hexham Town
Twinning Association**

Introduction

There is no formal definition of town twinning, either by statute or culturally. The first recorded British twinning link was in 1920 between Keighley, West Yorkshire and Poix du Nord in France. The idea of town twinning became more widely accepted after the second world war as a way to bring people from different European countries closer together.

Hexham has been twinned with both Metzingen in Germany and Noyon in France for more than 25 years. Hexham Town Twinning Association, established in 1979, states its aims are “to promote and foster international friendship and understanding” and:

- To encourage visits by individuals and groups to and from our twin towns, especially by young people
- To broaden mutual understanding of cultural, recreational, educational and commercial activities in our partnership
- To organise supporting social and fund-raising activities.

Town Twinning Activities

Local authorities sometimes have twinning agreements with towns in one or more countries in order to promote cultural understanding between the communities, which in turn help expand horizons of residents in both areas. This is often underpinned by local people arranging exchange visits between the residents of the twinned towns, often through a locally based town twinning association.

Twinning projects typically involve bringing people together with common interests such as sport, art, education and music. Other activities also encourage people to visit places they would otherwise not have seen or had the chance to experience. Other ideas include promoting tourism as well as looking at projects to share ideas on issues such as democracy, the environment, economic development and cultural diversity.

Many projects involve clubs, schools and other agencies as well as individuals on work experience or learning a foreign language. Involvement from local people is key to the success of any twinning arrangement and local town twinning associations are therefore usually set up to help this happen.

Where a town twinning association exists, as in Hexham, it promotes, initiates and supports most twinning projects, liaising as necessary with the Councils from each town. It has no power to act on a Council's behalf and would be expected to fund most projects other than ceremonial visits where a reception may be organised as a formal Mayoral event and be paid for out of the Mayor's or Council's budget.

Hexham Town Twinning Association last year applied for Grant Aid for 2017/2018 and received the grant requested from the Council of £850.00.

Budget

The 2017/2018 budget for town twinning (Council expenses) is £1,000.00.

Recommendation

The Committee is requested to consider the following partnership agreement and recommend it to the Council:

Partnership Agreement between Hexham Town Council and Hexham Town Twinning Association

Hexham Town Council supports the work and aims of Hexham Town Twinning Association.

Duration

- This partnership agreement is in perpetuity.

Activities

- Hexham Town Twinning Association will provide a programme of joint activities for their visitors to Hexham, subject to some variation from year to year.
- The Association will try to take advantage of any special events or festivals being run by other Hexham organisations when compiling its itinerary.
- The Mayor of Hexham or his/her representative will attend exchange visits.

Powers

- The Town Twinning Association has no power to commit the Town Council.
- The Town Council has no power to commit the Town Twinning Association.

Financial Support

- Any Grant Aid from the Council is to be spent for the benefit of the Town Twinning Association's guests during their visits to Hexham.