

## **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 29 November 2017 at 6.30pm, 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 October 2017 enclosed.
3. Matters arising, if any.
4. Declarations of interest (see enclosed).
5. To receive bank reconciliation and budget income and expenditure report to 31 October 2017 (attached).
6. To agree exclusion of the public during consideration of agenda item 7.
7. To consider and recommend to Council a budget for 2018/19 (see enclosed).
8. To consider donation requests from Community Action Northumberland, Great North Air Ambulance and Sport Tynedale (see enclosed).
9. To consider the recent survey of Hexham Abbey's Floodlights.
10. To agree a date for the next meeting of the Committee.
11. 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  
23 November 2017

Hexham Town Council  
Council Office  
St Andrew's Cemetery  
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H agenda 1117 FandGPCCommittee

## HEXHAM TOWN COUNCIL

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

375.	PRESENT: Councillor T G E Gillanders in the Chair and Councillors T Cessford, R Hull, T Pearson and J Ord.
376.	APOLOGIES FOR ABSENCE were received from Councillor J V R Hare and Mrs C R Homer.
377.	MINUTES of the meeting held on 16 August 2017, having been circulated, were AGREED.
378.	MATTERS ARISING: a) PROVISION OF PUBLIC TOILETS (Minute 368a and action log refers) There was a meeting on 6 October with Greg Gavin, Northumberland County Council Head of Neighbourhood Services, and he is to advise on various costs. b) STREET LIGHTING (minute 368c refers). It was noted that the modernisation LED work has been delayed as a sub-contractor has gone into administration. Work is expected to resume in mid to late November. c) ELECTRICITY SUPPLIERS (minute 371 and action log refers). It was noted that new contracts have been arranged through Business Save with British Gas for the Cemetery and Opus Energy for the Abbey Floodlights.
379.	DECLARATIONS OF INTEREST: There were no declarations of interest except Councillor Cessford advised he is on the board of Hexham Youth Initiative and Hexham Spinal Unit Sports Club and Councillor Hull is the immediate past chair of Hexham Community Partnership.
380.	FINANCIAL REPORT: The bank statement and account reconciliation together with the 2017/18 Budget report to 30 September 2017 were received and accepted. Copies are attached to the minutes.
381.	EXCLUSION OF THE PUBLIC: It was resolved and AGREED in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that, as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda items 7, 8 and 11, namely consideration of a staff matter, Grant Aid applications and the 2018/19 Committee budget, it is advisable in the public interest that the public and press be temporarily excluded from the meeting and they were instructed to withdraw.
382.	STAFF MATTER: This was considered and AGREED as detailed in confidential minute 382 attached.

383.	GRANT AID: The applications received were considered. The grants as listed in attached confidential minute 383 were AGREED subject to final approval of the total grant aid budget by Council in due course.
384.	COMMITTEE BUDGET 2018/19: A draft budget was considered and AGREED.
385.	The meeting was reopened to the public.
386.	GRANT AID POLICY: It was AGREED to adopt the grant aid policy as attached to the agenda and recommend it to Full Council.
387.	DONATION REQUEST: It was AGREED not to make a donation to St Mary's Catholic Church for health and safety work required to the roof.
388.	CO-OPTION POLICY: It was AGREED to amend "Parish" to "Town" at no. 12 and amend no. 4 to the Electoral Commission wording and then recommend the policy to Full Council.
389.	NEXT MEETING: It was AGREED that the next Committee meeting will be held on 22 November 2017 at 6.30pm in the Council Office, St Andrew's Cemetery, Hexham.

**Action Log**

Refer the Co-option Policy to Full Council	Clerk
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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:

<b>Organisation</b>	<b>Reason</b>	<b>Amount (if specified)</b>
Community Action Northumberland	Provide advice and support to organisations and communities across Northumberland and act as a critical "rural voice".	£20-£200
Great North Air Ambulance	Operation of three emergency response helicopters that fly to aid critically ill patients.	
Sport Tynedale	Seeks to support and champion sporting activity throughout West Northumberland and works for people of all ages and abilities.	£300

The Committee has £700.00 remaining out of the 2017/18 budget of £1500.00 for donations (one time only).

Jane Kevan  
Town Clerk  
November 2017