



HEXHAM TOWN COUNCIL

I GIVE NOTICE THAT an online meeting of the Finance and General Purposes Committee will be held on 2 June 2020 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 R Hull, S Ball, T G E Gillanders, T Pearson, J Ord, J M Graham, T Cessford, C R Homer and T Dodds.
3. Apologies for absence.
4. To receive minutes of the Finance and General Purposes Committee meeting held on 4 May 2020, enclosed.
5. Matters arising, if any.
6. Declarations of interest (see enclosed).
7. To receive bank reconciliation and budget income and expenditure report to 30 April 2020 (attached).
8. To agree a date for the next meeting of the Committee.
9. 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 given to the Chairman of the meeting or the Clerk before the meeting begins.*)

Jane Kevan
Town Clerk
27 May 2020

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H agenda 0620 FandGPCommittee

HEXHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE ONLINE MEETING HELD ON 4 MAY 2020

685.	PRESENT: Councillors R Hull, S Ball, C R Homer, T Cessford and J Ord.
686.	APOLOGIES FOR ABSENCE were received from Councillors T G E Gillanders and T Pearson.
687.	MINUTES of the meeting held on 23 March 2020, having been circulated, were AGREED.
688.	MATTERS ARISING: a) ACTION PLAN (minute 673 and action log refers). It was noted this was agreed by Full Council, with the addition of high/medium/low priorities. b) CLIMBING WALL (minute 678 and action log refers). It was noted that payment for this had not been made as the VE75 Picnic in the Park event had been cancelled.
689.	DECLARATIONS OF INTEREST: Councillor Homer declared a non-pecuniary interest regarding the Hexham Community Partnership report as she is a Board member.
690.	FINANCIAL REPORT: The bank statement and account reconciliation together with the 2019/20 budget report to 31 March 2020 were received and accepted. Copies are attached to the minutes.
691.	UNUSED 2019/20 BUDGETS: The report attached to the agenda was considered. It was AGREED that Covid-19 means there needs to be flexibility on using the budget in the best possible way and to carry forward unspent/underspent budgets relating to Contingency (reference 5100), Tourism Support Fund (reference 6096), Machines/Equipment – Renew/Replace (reference 7315), Street Signs (reference 7170) and Mayor’s Annual Reception (reference 7070).
692.	BUSINESS CONTINUITY PLAN: The plan attached to the report was considered and it was AGREED to recommend it to Full Council for adoption, though noting a list of key contacts/links needs to be added.
693.	POST COVID-19 RECOVERY OPTIONS: Following a discussion, it was AGREED to keep a watching brief and consider available recovery options.
694.	S106 PROJECTS/HEXHAM HIGH STREETS HERITAGE ACTION ZONE: It was noted that the HSHAZ remains pending.
695.	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, namely consideration of confidential information, it is advisable in the public interest that the public and press be temporarily excluded from the meeting and they were requested to withdraw.
696.	HEXHAM COMMUNITY PARTNERSHIP: An update report was noted. It was AGREED to request a further update in August.
697.	The meeting was reopened to the public.
698.	NEXT MEETING: It was AGREED that the next Committee meeting will be held at 11.00am on Tuesday 2 June 2020.

Action Log

Check the national agreement and re-refer staff salaries to the Committee once agreed (minute 659)	Clerk
Refer the business continuity plan to Full Council (minute 691)	Clerk
Refer agreed budgets to be carried forward to Full Council (minute 692)	Clerk
List consideration of a HCP report in August 2020 (minute 696)	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.