



HEXHAM TOWN COUNCIL

I GIVE NOTICE THAT an online meeting of the Finance and General Purposes Committee will be held on 21 July 2020 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 2 June 2020, enclosed.
3. Matters arising, if any.
4. Declarations of interest (see enclosed).
5. To receive bank reconciliation and budget income and expenditure report to 30 June 2020 (attached).
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 given to the Chairman of the meeting or the Clerk before the meeting begins.*)

Jane Kevan
Town Clerk
15 July 2020

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H agenda 0720 FandGPCCommittee

HEXHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE ONLINE MEETING HELD ON 2 JUNE 2020

699.	PRESENT: Councillors R Hull, S Ball, C R Homer, T Cessford, J M Graham, T G E Gillanders and T Pearson.
700.	CHAIRMAN: It was AGREED that Councillor R Hull be re-elected Committee Chairman.
701.	COMMITTEE MEMBERS: It was NOTED the 2020/21 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.
702.	APOLOGIES FOR ABSENCE were received from Councillors T Dodds and J Ord.
703.	MINUTES of the meeting held on 4 May 2020, having been circulated, were AGREED.
704.	MATTERS ARISING: a) BUDGETS CARRIED FORWARD (minute 691 and action log refers). It was noted that these had been agreed by Full Council in May. b) BUSINESS CONTINUITY PLAN (minute 692 and action log refers). It was noted this will be considered by Full Council on 8 June. A quote for a full IT onsite and offsite backup was also considered. It was AGREED that further research on options was needed.
705.	DECLARATIONS OF INTEREST: There were no declarations of interest.
706.	FINANCIAL REPORT: The bank statement and account reconciliation together with the 2020/21 budget report to 30 April 2020 were received and accepted. Copies are attached to the minutes.
707.	HEXHAM HIGH STREETS HERITAGE ACTION ZONE: A scheme overview circulated to all Town Councillors earlier that day was NOTED.
708.	HEXHAM ABBEY EVENT: It was NOTED that the Festival of Flame is planned to be repeated this year, to follow the Christmas lights switch-on.
709.	PROJECTION OF SOLIDARITY: An offer from a projections company to display messages and images on buildings in Hexham was considered. It was AGREED not to pursue this.
710.	SMALL BUSINESS GRANT FUND: It was noted that the County Council had advised the Town Council may be eligible for a Government grant put in place in response to Covid-19 as the Cemetery has a rateable value of less than £15000.00. It was AGREED not to pursue a grant as Town Council income has not been affected by the pandemic.

711.	NEXT MEETING: It was AGREED that the next Committee meeting will be held at 6.30pm on Tuesday 21 July 2020.
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Action Log

Check the national agreement and re-refer staff salaries to the Committee once agreed (minute 659)	Clerk
Further research IT Backup options (minute 704b)	Clerk
List consideration of a report from HCP 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.