



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Finance and General Purposes Committee will be held on 17 August 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 21 July 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 July 2020 (attached).
6. To receive a presentation from Hexham Community Partnership.
7. To agree a date for the next meeting of the Committee.
8. 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
11 August 2020

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H agenda 0820 FandGPCommittee

HEXHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE ONLINE MEETING HELD ON 21 JULY 2020

712.	PRESENT: Councillors R Hull, S Ball, C R Homer, T Cessford, J M Graham, T G E Gillanders and T Pearson.
713.	APOLOGIES FOR ABSENCE were received from Councillors T Dodds and J Ord.
714.	MINUTES of the meeting held on 2 June 2020, having been circulated, were AGREED.
715.	MATTERS ARISING: BUSINESS CONTINUITY PLAN AND IT BACKUP (minute 704b and action log refers). A revised quote for a full IT onsite and offsite backup was considered. It was AGREED to further research the need for a DiskStation and Hard Drive.
716.	DECLARATIONS OF INTEREST: Councillor Homer declared a non-pecuniary interest as a Board Member of Hexham Community Partnership.
717.	FINANCIAL REPORT: The bank statement and account reconciliation together with the 2020/21 budget report to 30 June 2020 were received and accepted. Copies are attached to the minutes.
718.	TOURISM SUPPORT FUND APPLICATION: An application from Hexham Abbey PCC, circulated to all Committee members earlier that day, was considered. The application is for a proposed outdoor community event on 29 August, jointly planned with cultural partners (Queen's Hall, Core Music, Book Festival and Hexham Community Partnership). It was AGREED to support this event from part of the Contingency Covid-19 budget, subject to receiving a satisfactory risk assessment, proof of public liability insurance, and that publicity will note the event is (part) funded by the Town Council.
719.	CHRISTMAS LIGHTS QUOTATION: A quotation for replacement and new lights in the park and tree by Benson's Gates was discussed. It was AGREED to refer this to the Community Engagement Committee.
720.	STREET SWEEPER: It was noted that this has not been regularly seen since the start of lockdown. It was further noted that the Town Council pays for the operative and not a specific person and AGREED to check how long there had been no service and pursue a reduction of this year's invoice.
721.	TOURISM: A draft strategy prepared by Councillor Hull was considered. It was AGREED this must complement the Council Council's tourism strategy and that it will also be considered by the Community Engagement Committee.
722.	HEXHAM COMMUNITY PARTNERSHIP: It was AGREED to request a

	presentation at the next meeting of this Committee and for members of the Committee, in advance, to agree questions they wish to be answered.
723.	NEXT MEETING: It was AGREED that the next Committee meeting will be held at 6.30pm on Monday 17 August 2020.

Action Log

Check the national agreement and re-refer staff salaries to the Committee once agreed (minute 659)	Clerk
Further research IT Backup hardware necessity (minute 715)	Clerk
Advise Hexham Abbey PCC of funding (minute 718)	Clerk
Refer Christmas lights quotation to the CE Committee (minute 719)	Clerk
Contact NCC about the street sweeper (minute 720)	Clerk
Refer consideration of tourism to the CE Committee (minute 721)	Clerk
Consider questions for the HCP and invite for a presentation (minute 722)	All/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.