

HEXHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 15 SEPTEMBER 2021

858.	PRESENT: Councillors F Hartland, D Kennedy, S Ball, A Baty, G O'Farrell, M Domingue, J Ord and A Smith.
859.	No APOLOGIES FOR ABSENCE were received.
860.	MINUTES of the meeting held on 26 July 2021, having been circulated, were AGREED.
861.	MATTERS ARISING: a) HEADSTONE RAFT FOUNDATIONS (minute 847d and action log refers). It was noted that the Clerk has information on other cemeteries that have these but AGREED consideration will be deferred until a quote is received. b) RECOMMENDED POLICIES (minute 850-853 and action log refers). It was noted these were all approved by Full Council. c) FUNDING (minute 856 and action log refers). It was noted that these had been paid.
862.	DECLARATIONS OF INTEREST: Councillors Ball and O'Farrell both declared a non-pecuniary interest in one or more of the organisations which had applied for Grant Aid.
863.	FINANCIAL REPORT: The bank statement and account reconciliation together with the 2021/22 budget report to 31 August 2021 were received and accepted. Copies are attached to the minutes. It was noted that the machines/equipment renew/replace budget will be exceeded due to the lease agreed for a new tractor after this year's budget was set. It was also noted that the lease includes most maintenance costs and so the machines/equipment repair/maintain budget should be underspent at the year end. It was further noted that the premises repair/maintain budget will be exceeded due to the costs paid for headstones maintenance as last year related invoices were paid from the salaries budget but the internal auditor recommended using a different budget as the contractor is not an employee.
864.	TRAINING AND DEVELOPMENT POLICY: It was AGREED to recommend to Full Council that the previous policy be readopted, with some minor amendments to clarify course costs will be paid by the Council and adding a reference to evaluation forms.
865.	NEW MARKET STALL CANOPIES: It was AGREED to defer consideration of this to the next meeting.
866.	ACTION PLAN FOR 2021/22: It was AGREED to recommend this to Full Council, with some minor amendments and with columns added for success criteria and priorities.

867.	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 Grant Aid applications and a staffing matter, it is advisable in the public interest that the public and press be temporarily excluded from the meeting and they were requested to withdraw.
868.	GRANT AID APPLICATIONS FOR 2022/23: The grants as listed in confidential note 868 were provisionally AGREED subject to final approval of the total grant aid budget by Full Council in due course.
869.	STAFFING MATTER: This was considered and AGREED as detailed in confidential note 869.
870.	URGENT MATTER: It was AGREED to fund replacement defibrillator pads, and a spare set (at a total cost of £240.00) from the donations budget, for the defibrillator kept at Tyne Green Golf Club.
871.	NEXT MEETING: It was AGREED that the next Committee meeting will be held online at 5.30pm on Wednesday 20 October 2021.

Action Log

Form a working group to consider a town centre presence (minute 847a)	Councillor Kennedy
Refer the Training and Development Policy to Full Council (minute 864)	Clerk
List market stall canopies on the next agenda (minute 865)	Clerk
Amend the Action Plan as agreed and refer to Full Council (minute 866)	All/Clerk
Check information required regarding one of the Grant Aid applications (confidential note 868)	Clerk
Follow up on agreement regarding the staffing matter (confidential note 869)	Councillor Hartland/Clerk
Arrange payment (minute 870)	Clerk

Chairman

