



HEXHAM TOWN COUNCIL

I GIVE NOTICE that a meeting of the Finance and General Purposes Committee will be held online on 9 December 2021 at 5.30pm, 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 17 November 2021, 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 November 2021 (attached).
6. To agree exclusion of the public during consideration of agenda items 7 and 8.
7. To consider and recommend to Council a budget for 2022/23 (see enclosed).
8. To consider a funding application received (see enclosed).
9. To agree a date for the next meeting of the Committee.
10. 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
3 December 2021

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H agenda 1221 FandGPCCommittee

HEXHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 17 NOVEMBER 2021 (5.30-7.20pm)

886.	PRESENT: Councillors F Hartland, D Kennedy, S Ball, A Baty, G O'Farrell, M Domingue, J Ord, A Smith and C Ponsford.
887.	No APOLOGIES FOR ABSENCE were received.
888.	MINUTES of the meeting held on 20 October 2021, having been circulated, were AGREED.
889.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none">a) HEADSTONE RAFT FOUNDATIONS (minute 875a and action log refers). It was noted this was listed on the agenda.b) HEADSTONE REPAIRS (minute 877 and action log refers). It was noted that only Councillor O'Farrell had met with the Operations Manager.c) GRANT AID POLICY (minute 879 and action log refers). It was noted this was approved by Full Council.d) MARKET STALL CANOPIES (minute 866 and action log refers). It was noted this was listed on the agenda.e) FINANCIAL RISK ASSESSMENT (minute 881 and action log refers). It was noted this was approved by Full Council.f) FUNDING (minute 883 and action log refers). It was noted that this had been paid.g) PROJECTS AND FUNDING OFFICER (minute 884 and action log refers). It was noted this is being advertised in the Hexham Courant, on North East Jobs, on Northumberland CVA's and the County Council's websites, and notified to all other Town and Parish Councils in Northumberland. The closing date is 19 November.
890.	DECLARATIONS OF INTEREST: There were no declarations of interest.
891.	FINANCIAL REPORT: The bank statement and account reconciliation together with the 2021/22 budget report to 31 October 2021 were received and accepted. Copies are attached to the minutes.
892.	COUNCILLOR CO-OPTION POLICY: It was AGREED to recommend to Full Council that the previous policy be readopted, having changed each candidate to having a maximum of ten minutes to speak about themselves, with additional time as needed to answer questions. It was also AGREED to check the current qualifications.
893.	NEW MARKET STALL CANOPIES: It was noted that the purchase of these will not be necessary as Hexham Business Group is in discussions with the County Council to take over the Tuesday market (except for in the Shambles) and Hexham Community Partnership has 15 stalls that could be used.

894.	HEADSTONE RAFT FOUNDATIONS: After a discussion and vote, the majority of the Committee AGREED to no longer have these at the Cemetery.
895.	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 the 2022/23 budget and funding applications, it is advisable in the public interest that the public and press be temporarily excluded from the meeting and they were requested to withdraw.
896.	202/23 BUDGET: Budget headings as agreed in confidential note 896 were AGREED.
897.	CHANGE OF CHAIR: Councillor Hartland left the meeting at 6.40pm and Councillor Kennedy took over chairing the meeting.
898.	FUNDING APPLICATIONS: These were considered and AGREED as detailed in confidential note 897.
899.	CHRISTMAS/WINTER LIGHTS FESTOONS: It was noted that the festoons in the Sele are not lit yet this year due to having failed because of their age and water ingress. Quotes to replace the festoons were considered and AGREED as detailed in confidential note 898.
900.	NEXT MEETING: It was AGREED that the next Committee meeting will be held online at 5.30pm on Thursday 9 December 2021.

Action Log

Form a working group to consider a town centre presence (minute 847a)	Councillor Kennedy
Refer the Councillor Co-option policy to Full Council after checking the current qualifications (minute 892)	Clerk
Amend the proposed P&I Committee budget and 2022/23 Cemetery fees, burial application forms, Memorial Working Methods document and website (minute 894)	Clerk/P&I Committee
Arrange payment (minute 897)	Clerk
Arrange for new festoons to be installed (minute 898)	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.