

Minutes of the Finance & General Purposes Meeting held on Wednesday 21 June 2017 at 6.00pm at Seaton Valley Council Offices.

PRESENT:

Committee members: S Stanners, K Collier, B Swinhoe and A Stanners

IN ATTENDANCE:

S Potts – Clerk

No members of the public

The meeting commenced at 6.03pm

FGP008/17 1. Apologies for absence

All members of the committee were present. The Chair took the opportunity to welcome Cllrs A Stanners and Cllr B Swinhoe as new members of the committee.

FGP009/17 2. Disclosure of interests

There were no declarations of interest.

FGP010/17 3. Minutes of the last meeting

The minutes of the last meeting held on 01 March 2017 were confirmed and signed as a correct record.

FGP011/17 4. Review of Cheque/Bank Transfer Signatories

The Clerk introduced his report which identified the need to remove a former Councillor and a former employee from the official list of cheque/bank transfer signatories. The report went to recommend two replacement signatories and confirmed that the current system for submitting and authorising invoices for payments is working very well. The Clerk closed his report by saying that 100% of the Council's payments are now made by electronic bank transfer.

RESOLVED TO: ask Council to:

- **Note that the names of a former Councillor and a former employee have been removed from the Council's agreed list of authorised signatories,**
- **Agree to approve the following individuals as both cheque signatories and authorised users of the Council's electronic banking system: Cllr Stephen John Stanners and David Mark Freeman (Engagement and Development Officer) and**
- **Note that 100% of the Council's payments are now made by electronic bank transfer.**

FGP012/17 5. Bank Reconciliation as at 31May 2017

The Committee agreed to receive the report and noted that the balances on the Council's bank accounts had been successfully reconciled to its financial records.

FGP013/17 6. Requests For Funding

The Clerk presented his joint report which began by introducing the purpose of the Council's Community Fund – i.e. a fund set up to enable the Council to support deserving community projects/schemes identified during the year. Three such potential projects seeking support from the Council were identified in the Clerk's joint report.

Firstly a request for funding towards the acquisition of a sprung floor had been received from the **Tyneside Gymnastic Club** which had recently moved into new premises at Double Row, Seaton Delaval. The club started in 2010 (originally located in North Tyneside) and has around 200 members with 10 Gymnastic Coaches and 15 parent volunteers. Ages of the members range from reception age to adults. The club is open 7 days a week and hope to start pre-school classes in the summer and attract more members from Seaton Valley. The full cost of the sprung floor is estimated to be £10,000 of which the Club has already raised £5,000.

Members were generally supportive of the request, but were keen to see the club attract more participants from Seaton Valley – hopefully the proposed pre-school classes would help in this area. Following a short debate the Committee thought it appropriate to ask Council to support a contribution of £1,000 to this scheme.

Secondly; a request for funding support had been received from the Blyth Valley Scout Gang Show. The Clerk explained that the Gang Show was a bi annual event and gave young people (including those with physical handicaps and learning disabilities) from the area the opportunity to perform at the Phoenix Theatre in Blyth. The estimated costs of producing the show is £12,300 of which, £3,000 needs to be secured by way of grant support from local organisations. The Council has been asked to provide £500.

After a short debate members agreed to ask Council to support this request.

And thirdly a further request had been received from the County Council's Coastal Warden for a £1,000 contribution to the cost of replacing the birds mouth fencing at Seaton Sluice Harbour (total cost is £2,000), just below the Melton Constable. The fencing is in poor repair and is a prominent feature of the Harbour Area which is a popular attraction for both residents and visitors.

Whilst members were aware that the fencing is NCC's responsibilities they acknowledged that the Coastal Warden's budget was not sufficient to fund all of the works and as a consequence agreed to ask Council to contribute £1,000 towards the cost of the works.

RESOLVED TO: ask Council to support the following contributions from its Community Fund:

- **Tyneside Gymnastic Club - £1,000**
- **Blyth Valley Gang Show - £500, and**
- **Harbour Fencing, Seaton Sluice - £1,000**

FGP014/17 7. Budgetary Control Update

The Clerk's report provided summary information comparing the Councils flexed budget to 31 May 2017 to actual income and expenditure. At this early stage in the financial year the Clerk said that income and expenditure levels were more or less in line with budgeted expectations, however, he did point out that he had concerns about achieving the advertising income target as the number of adverts secured for the June issue of Futures was down in comparison to previous editions.

RESOLVED TO; receive the report and note that income and expenditure levels are more or less in line with the levels expected at this early point in the financial year.

FGP015/18 8. Dates of Future Meetings

2017	Committee/Council	Time	Venue
Thursday 6 July	Planning	6pm	Seaton Valley Council Offices
Wednesday 26 July	Full Council	7pm	Seghill Institute
Thursday 3 August	Planning	6pm	Seaton Valley Council Offices
Thursday 31 August	Planning	6pm	Seaton Valley Council Offices
Wednesday 27 Sept	Full Council	7pm	Seaton Sluice Community Centre

The meeting closed at 7.32pm.

Signed by the Chair:

Dated: