



BLYTH TOWN COUNCIL

Minutes of the Meeting of the Finance Committee held at Arms Everytne House on Thursday 20 April 2017 at 6.30 pm

Present:

Councillors: K Ellis (Chair), J R Potts (Vice-Chair), B Elliott, A Gibbs-Barton, O Potts

Also Present: Councillors: M Parker, R Parker

J Hughes Town Clerk
M Hawthorne Committee Clerk

1	APOLOGIES FOR ABSENCE Councillors: B Elliot, K Nisbet, D Rutter
2	DISCLOSURE OF INTERESTS & THE GRANT OF ANY DISPENSATIONS None.
3	MINUTES FROM THE FINANCE COMMITTEE HELD ON 9 MARCH 2017 The Committee agreed to ADOPT the minutes.
3.1	MATTERS ARISING No matters arising.
4	ACCOUNTS 2016/2017 Committee noted the information circulated. There were no queries arising. The Town Clerk advised that he is hoping to reduce the amount of information that is submitted to Finance Committee following Full Council in May 2017.

	<p>The Town Clerk commented that he would like to change the investment strategy as the Council will have a surplus of cash in the account following receipt of the precept. As the amount is going to be over £85,000 the Town Clerk proposed extending the investments to some building societies rather than the property fund as the unit cost is not very good.</p> <p>Committee agreed to this.</p>
5	<p>ANNUAL STATEMENT AND FINAL INTERNAL AUDIT</p> <p>Councillor Gibbs-Barton asked if there was an update on the VAT situation. The Town Clerk said that some information had to be re-submitted and as a result there is no further information to date. He has written to Hannah to check on the progress. He added that when the new Council is elected training sessions will be available, including a briefing on finance which cover will VAT.</p> <p>Councillor Gibbs-Barton suggested transferring the amount of VAT the Council are expecting to pay into an investment account.</p> <p>Committee agreed to this.</p>
6	<p>APPOINTMENT OF INTERNAL AUDITOR 2017/18</p> <p>The Town Clerk referred to the report which asks Committee to agree to retaining Mr Wood as internal auditor for 2017/2018, adding that he is satisfied with the work Mr Wood has carried out for the Council.</p> <p>Committee agreed to this.</p>
7	<p>ITEMS FOR INFORMATION AND URGENT BUSINESS</p> <p>The Commanding Officer of HMS Blyth has invited the Mayor, plus two guests to join him at the Faslane Flotilla Affiliates Day on Wednesday, 3 May 2017, as a way of building relations with the Ship's affiliates. The approximate cost of this will be £500-£600.</p> <p>Committee agreed to this.</p>

8	DATE AND TIME OF NEXT MEETING The next meeting of the Finance Committee will be held on Thursday 29 June 2017 at 6.30 pm in the Council Chamber.
----------	--

MEMBERS OF THE FINANCE COMMITTEE

Councillors

K Ellis (Chair)
J R Potts (Vice –Chair)
B Elliott
A Gibbs-Barton
G T Knox
K Nisbet
O Potts
J Reid
D Rutter

ACTIONS FROM COMMITTEE

Minute No	Action	Responsible Officer	Comments	Date Action Completed
9/3/17 5	Broadband and telephone line rental for councillors – consult with new Council in May 2017 (6 month restriction on take up)	Town Clerk/Deputy Town Clerk		
9/3/17 7	Purchase of IT equipment for Councillors – consult with new Council in May 2017 (6 month restriction on take-up)	Town Clerk/Deputy Town Clerk		
9/3/17 8	Purchase/hire of PA system – explore options with Events Co-ordinator	Town Clerk		
9/3/17 9	Purchase of editor software for BTC website	Deputy Town Clerk		

Final
Subject to Ratification