



BLYTH TOWN COUNCIL

Minutes of the Meeting of the Finance Committee held at Arms Everytne House on Thursday 29 June 2017 at 6.30 pm

Present:

Councillors: K Ellis (Chair), J R Potts (Vice-Chair), K Nisbet, R Parker, W Taylor, D Walls, G Webb

Also Present:

J Hughes Town Clerk
M Hawthorne Committee Clerk

1	APOLOGIES FOR ABSENCE Councillor L Rickerby
2	DISCLOSURE OF INTERESTS & THE GRANT OF ANY DISPENSATIONS None.
3	MINUTES FROM THE FINANCE COMMITTEE HELD ON 9 MARCH 2017 Committee agreed to ADOPT the minutes.
3.1	MATTERS ARISING Minute No 5 - Training for New Councillors Councillor Taylor asked about specific training for new Councillors and the Town Clerk proposed that one-to-one sessions could be arranged with himself or the Deputy Town Clerk. Councillors agreed this would be useful.

4	ACCOUNTS/BUDGET The Town Clerk referred to the documents circulated and asked Committee if they were happy to accept the reduced amount of information. Committee agreed to this.
5	UNPLANNED EXPENDITURE ITEM - ALLOTMENTS COMMITTEE (report attached) The Town Clerk asked Committee to consider his recommendations set out in the report and gave some background to the reasons behind this. <i>"That the Finance Committee agrees to additional expenditure being incurred by the Allotments Committee, from balances, with regard to newly determined plot boundaries and any other associated work, as a result of a recent decision by the Complaints and Grievance Committee.</i> <i>It is also recommended that delegated powers be given to the Chair and Vice Chairs of the Finance Committee and Allotments Committee as well as the Chair of the Complaints and Grievance Committee, a member from the opposition party member and the Town Clerk in order to guide these changes through."</i> Committee agreed to this.
6	REVISED INVESTMENT STRATEGY (report attached) The Town Clerk referred to his recommendation <i>"The investment in the Property Fund be maintained at £500,000 for the foreseeable future and any other surplus cash be placed in the deposit account.</i> <i>The Town Clerk or Deputy Town Clerk be delegated along with two bank signatories to place any surplus money into the Deposit Account."</i>

	The Chair said he would like to see money transferred out of the current account the day after BTC receive it. The Town Clerk commented that he and the Office Manager are looking at cashflow.
7	ITEMS FOR INFORMATION AND URGENT BUSINESS None.
8	DATE AND TIME OF NEXT MEETING The next meeting of the Finance Committee will be held on Tuesday, 12 September 2017 at 6.30 pm in the Council Chamber.

MEMBERS OF THE FINANCE COMMITTEE

Councillors

K Ellis (Chair)
J R Potts (Vice –Chair)
K Nisbet
R Parker
J Reid
L Rickerby
W Taylor
D Walls
G Webb

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		Completed May/June
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		Completed May/June
9/3/17 8	Purchase/hire of PA system – explore options with Events Co-ordinator	Town Clerk	Ongoing. The Events co-ordinator is looking at the options.	Ongoing
9/3/17 9	Purchase of editor software for BTC website	Deputy Town Clerk	Software has been purchased.	Completed