



BLYTH TOWN COUNCIL

Minutes of the Meeting of the Finance Committee held at Arms Everytne House on Tuesday 12 September 2017 at 6.30 pm

Present:

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

Also Present: Councillor O Potts

J Hughes	Town Clerk
M Hawthorne	Committee Clerk
Michael Nicholson	Blyth Development Trust
Mike Gilfillan	Blyth Development Trust

Members of the Public - 1

In the absence of the Chair, Councillor J R Potts chaired the meeting

1	APOLOGIES FOR ABSENCE Councillors K Ellis (Chair), L Rickerby
2	DISCLOSURE OF INTERESTS & THE GRANT OF ANY DISPENSATIONS None.
3	MINUTES FROM THE FINANCE COMMITTEE HELD ON THURSDAY 29 JUNE 2017 The Committee agreed to ADOPT the minutes.
3.1	MATTERS ARISING No matters arising.
4	BLYTH DEVELOPMENT TRUST – BUSINESS IMPROVEMENT DISTRICT (please see attached presentation and flyer)

	<p>Michael Nicholson and Mike Gilfillan from BDT gave the following information in respect of the Business Improvement District (BID) proposal;</p> <p>Mr Nicholson, Chair of BDT gave some background with regard to his involvement with Blyth including his association of the Town Centre management and the Blyth Town Team. BDT have appointed an experienced Consultant to do the bid. He is based locally and has worked on several successful bids throughout the country. The BID sets out the priorities of the businesses for improvement for the area and services and includes how it will be operated. The document becomes legally binding once a ballot has been won. The BID is voted on by businesses and this will be organised by NCC. More than 50% of the votes cast must be in favour of the BID. There are over 200 BID's in operation throughout the UK. It will be August/September 2018 before the BID gets through the system and if successful a Steering Group will be set up. It will run for 5 year after which a further ballot will take place. 97% of BIDS are successful when they go back to ballot after the 5 year period.</p> <p>If the funding application is successful a feasibility study will be established and research and consultations will take place.</p> <p>The launch event takes place on Monday, 25 September at 6.00 pm at the BDT Offices.</p> <p>Mr Nicholson said the purpose of his presentation was to ask Blyth Town Council to support the BID although he stressed BDT were not looking for a financial contribution.</p> <p>Councillor J R Potts stated that the Finance Committee would be in support of this and agreed that should it be successful the Council would like to have a representative on the Steering Group.</p>
4	ACCOUNTS 2017/18 Committee noted the information circulated. There were no queries arising. Councillor J R Potts commented that all of the information is available on the website and any expenditure over £250 has to be advertised on the website.

5	BANK SIGNATORIES The Town Clerk asked Committee to agree the recommendation set out in his report, to agree the two members they wish to be signatories on the Council's accounts with the Co-operative Bank as well as adding the Deputy Town Clerk (following the May election two of the previous signatories are no longer with the Council). The Committee agreed to add the Deputy Town Clerk and nominated Councillors J Reid and G Webb as signatories.
6	INTERIM AUDIT REPORT The Town Clerk asked Committee to note the comments made to date by the Internal Auditor with regard to the audit testing carried out to date in the financial year, as outlined in the Internal Auditor's Report. Committee noted the comments and accepted the Internal Auditor's Report.
7	EXTERNAL AUDIT RETURN The Town Clerk referred to the letter circulated from BDO regarding the completed Audit for the year ended 31 March 2017 adding that there were not matters which came to the attention of BDO. Committee approved and accepted the Annual Return, including the Auditor's Certificate. This will go to Full Council for ratification on Thursday 21 September 2017.
8	ITEMS FOR INFORMATION AND URGENT BUSINESS None.

9	DATE AND TIME OF NEXT MEETING The next meeting of the Finance Committee will be held on Tuesday 7 November 2017 at 6.30 pm in the Council Chamber.
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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 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