



BLYTH TOWN COUNCIL

Minutes of the meeting of the Finance Committee held in the Council Chamber at Arms Everytne House on Tuesday 3 May 2016

Present:

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

Also Present:

Councillor R Parker

Officers:

J Hughes	Acting Town Clerk
A McCabe	Office Manager
S Robinson	Environmental Services Officer
M Hawthorne	Committee Clerk

1	APOLOGIES FOR ABSENCE Councillors: G T Knox, D Rutter
2	DISCLOSURE OF INTERESTS & THE GRANT OF ANY DISPENSATIONS None.
3	MINUTES OF THE PREVIOUS MEETING HELD ON 3 MARCH 2016 The Committee agreed to ADOPT the minutes.
3.1	MATTERS ARISING FROM PREVIOUS MINUTES Minute No 4 Pensions Councillor J R Potts asked for an update regarding pension provision for staff. The Acting Town Clerk advised that two members of staff have been enrolled into the NEST Pension Scheme and the rest should be enrolled by the end of May 2016.

4	<p>ACCOUNTS 2015/2016 (displayed on the board during the meeting)</p> <p>Investment Accounts</p> <p>Councillor Potts commented that as half the precept has been received there is over £400,000 in the current account and this should be transferred to a deposit account. The Acting Town Clerk stated that an investment strategy will be required as the investment is likely to go over £500,000 and he will prepare this for a future Finance Committee Meeting.</p> <p>Assets Register</p> <p>Councillor Gibbs-Barton proposed that some of the insured items are revalued as they may have increased. The Acting Town Clerk agreed that this piece of work will be carried out prior to the insurance renewal date (September 2016).</p>
5	<p>SOCIETY OF LOCAL COUNCIL CLERKS</p> <p>Committee agreed to purchase the subscription for the above at a cost of £400 approximately for the Acting Town Clerk. This will come out of Code 307 (subscriptions).</p>
6	<p>ANNUAL STATEMENT AND FINAL INTERNAL AUDIT REPORT</p> <p>The Acting Town Clerk referred to three documents circulated. These statements will go to Full Council on 17 May 2016 for signature by the Mayor.</p> <p>The Committee accepted the statements in the following order:</p> <ul style="list-style-type: none">• Approval of the Annual Governance Statement for 2016/2016 -Section 1• Approval of the Accounting Statements for 2015/2016 – Section 2• Approval of the Annual Internal Audit Report 2015/2016• Council’s Internal Auditor’s Report

	<p>Committee thanked the Officer Manager for her hard work and noted that there have been no issues for the second year running.</p> <p>The Acting Town Clerk stated that the outstanding issue referred to in Appendix A (management of events) is being dealt with by the Events Committee.</p>
7	ITEMS FOR INFORMATION AND URGENT BUSINESS
7.1	Town Twinning (Tall Ships Event Invitation) <p>Councillor Reid disclosed an interest as a member of ARCH.</p> <p>Committee considered the proposal outlined in the report to invite a small party from Solingen to the Tall Ships event. Whilst agreeing to this in principle they would like further information with regard to costings etc. and this information will be provided at Full Council. The Chair stated that Blyth Council will not have to meeting the costs for transport. Councillor Reid suggested contacting the new hotel on the quayside with a view to using this for accommodation.</p>
7.2	Street WIFI <p>The Environmental Services Officer met with NCC to discuss this matter. Following the successful trial in the market place the wifi system will be rolled out along Waterloo Road and the Quayside in time for the Tall Ships event and will be funded by NCC. WIFI will be withdrawn after the event and the Council may wish to consider funding it. NCC have proposed that a working group is established to get some indicative costs. Councillors Ellis and Gibbs-Barton will be part of the working group.</p>
7.3	Accommodation <p>Councillor Elliott referred to the current rent and rates charges for the office accommodation and stated that this should be reviewed with a view to looking at more cost effective accommodation. The Chair noted Councillor Elliott's comments and said this will be explored further at the appropriate time.</p>

8	<p>DATE & TIME OF NEXT MEETING</p> <p>The next meeting of the Finance Committee will be held on Thursday 30 June, 2016 in the Council Chamber.</p>
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Actions from Meeting

Minute No	Action	Action Owner
4	<p>Investment Accounts - an Investment Strategy to be drafted as the investment will go over £500,000.</p> <p>Assets Register – insured items to be revalued prior to the insurance renewal date (September 2016).</p>	<p>Acting Town Clerk</p> <p>Acting Town Clerk</p>
5	Purchase of SLCC subscription.	Office Manager
7.1	Town Twinning - a report including possible costings will be submitted to Full Council on 17 May 2016.	Acting Town Clerk
7.2	A working group will meet to discuss WIFI in Blyth with a view to identifying indicative costs.	Environmental Services Officer
7.3	Review of accommodation at appropriate time.	Acting Town Clerk

MEMBERS OF THE FINANCE COMMITTEE

Councillors

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

Officers

J Hughes, Acting Town Clerk
S Robinson, Environmental Services Officer
A McCabe, Office Manager
M Hawthorne, Committee Clerk

PART II

CONFIDENTIAL

BLYTH TOWN COUNCIL

To consider resolving to exclude the public and media from the remainder of the meeting under the Public Bodies (Admission to Meetings) Act 1960 as it involves the discussion of an individual.

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Missing Harris Fencing

The Chair advised that despite reassurances from the Events Co-ordinator that he had contacted the supplier with regard to payment for the missing fencing, a further invoice had been received today. Following a detailed discussion the Committee agreed that the Acting Town Clerk, Chair and Vice-Chairs of the Finance and Events Committees will arrange to meet with the fence company and the Events Co-ordinator.