



Ashington Town Council  
Town Hall, 65 Station Road  
Ashington, Northumberland  
NE63 8RU

4<sup>th</sup> March 2024

**To All members of the Council**

You are hereby summoned to attend a meeting of the **FINANCE & GENERAL SERVICE COMMITTEE MEETING**, in **THE COUNCIL CHAMBER, 65 STATION ROAD, NE63 8RU**, on **Tuesday 12<sup>th</sup> March 2024 at 6:00pm**.

The agenda for the meeting is set out below, along with associated papers. If you have any questions about any of the items on the agenda, please contact the office.

The meeting is open to the press and public. As per the agenda and our standing orders, any resident wishing to speak should contact us prior to the meeting.

A handwritten signature in black ink, appearing to read "Sarah Eden".

**Sarah Eden**  
**Executive Office/RFO**

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**AGENDA**

**1. WELCOME BY THE CHAIR**

The Chair will open the meeting.

**2. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**3. DISCLOSURE OF INTERESTS**

To receive any declarations of disclosable pecuniary interests and other interests in items on the agenda as required by the Code of Conduct for Members and by the Localism Act 2011.

*Members are also reminded that they need to regularly review their declarations of interest forms and ensure they remain up to date.*

**4. DISPENSATIONS**

To receive and consider any dispensations.

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E-mail: [sarah.eden@ashingtontowncouncil.gov.uk](mailto:sarah.eden@ashingtontowncouncil.gov.uk)

Website: [www.ashingtontowncouncil.gov.uk](http://www.ashingtontowncouncil.gov.uk)

<https://www.facebook.com/ashingtontowncouncil>

<https://www.instagram.com/ashingtontc/>

## **5. PUBLIC PARTICIPATION**

The Chair to receive any items put forward by members of the public and to put questions to or draw relevant matters to the attention of the Council. This is for a period of 15 minutes overall and is limited to 3 minutes per person.

*Please email/telephone the Clerk with questions on items on the agenda no later than 5.00pm on Monday 11<sup>th</sup> March 2024.*

## **6. MINUTES OF LAST MEETING**

To receive and sign as a true record, the minutes of the meeting held on Tuesday 13<sup>th</sup> February 2023 (enc)<sup>i</sup>

## **7. CLERK AND OFFICER UPDATES**

To receive an update on items actioned since the previous meeting (to follow)<sup>ii</sup>

## **8. BUDGET AND EXPENDITURE 2023/24**

### ***a) Updated Budget Report***

To receive updated budget report, and direct any questions to the Responsible Financial Officer (RFO) (enc)<sup>iii</sup>

### ***b) Accounts Paid and to be Paid (including Bank Reconciliation)***

To receive a schedule of accounts paid and to be paid; to endorse those accounts paid, and agree those to be paid, since 25<sup>th</sup> January 2024 (enc)<sup>iv</sup>

## **9. NORTHUMBERLAND MINERS PICNIC EVENT**

To consider the Council's contribution towards this annual event from the Events and Community Engagement budget, or any other action.

## **10. ANNUAL GRANT AID FUNDING UPDATES**

### ***a) Wansbeck Valley Food Bank***

To receive further update on work this year to date, and agree to release final instalment of annual funding (enc)<sup>v</sup>

### ***b) Citizens Advice Northumberland***

To receive further update on work this year to date, and agree to release final instalment of annual funding (to follow)<sup>vi</sup>

## **11. DETACHED YOUTH WORK DELIVERY**

### ***a) Funding***

To agree the funding available in 2024/25 from the Council's overall funding budget.

### ***b) Formation of Working Group***

To agree to form a task and finish working group that will clarify the intended objectives of the work, and present recommendations in respect of delivery model, procurement, and funding parameters for delivery of detached youth work in Ashington, as presented (enc)<sup>vii</sup>

## **12. ANNUAL AND SMALL GRANT FUNDING**

### ***a) Small Grant Funding (throughout the year)***

To receive the Council's small grant guidance (enc)<sup>viii</sup> and application form (enc)<sup>ix</sup>, with recommended amendments, alongside calendar, and agree any action or necessary changes

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**b) Small Grant Funding Figure**

To agree the level of funding available to small grants throughout the year, this will be removed from the sum available to annual grants.

**c) Annual Grant Aid Funding**

To receive the Council's Annual Grant Aid guidance (enc)<sup>x</sup> and application form, with recommended amendments, and agree any action or necessary changes (enc)<sup>xi</sup>

**d) Annual Grant Funding Figure**

To confirm the overall amount of funding available for Annual Grants in 2024/25.

**13. EXCLUSION OF PRESS AND PUBLIC**

In accordance with section 1 (2) LGA 1960, to agree to exclude the press and public due to the confidential nature of the business being transacted.

**14. PLAY AREA UPDATE**

To receive any further verbal update on the legal position in respect of noted Ashington play areas, and agree any action to be taken, including any further delegation to the Executive Officer

**15. DATE, TIME AND VENUE FOR THE NEXT MEETING**

Tuesday 12<sup>th</sup> March 2024, 6:00pm, Council Chamber.

**ENCLOSURES**

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- <sup>i</sup> Draft Minutes of the Finance and General Services Committee, 12<sup>th</sup> December 2023
  - <sup>ii</sup> Clerk and Officer Update, February 2023 (to follow)
  - <sup>iii</sup> Updated Budget Report 2023/24 (March)
  - <sup>iv</sup> Schedule of Accounts paid/to be paid (March)
  - <sup>v</sup> Wansbeck Valley Food Bank
  - <sup>vi</sup> Northumberland Citizens Advice (to follow)
  - <sup>vii</sup> Detached Youth Work
  - <sup>viii</sup> Small Grant Guidance
  - <sup>ix</sup> Small Grant Application Form
  - <sup>x</sup> Annual Grant Guidance
  - <sup>xi</sup> Annual Grant Aid Application Form

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