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6th November 2023

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 14th November 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. Our Risk Assessment requires that anyone wishing to attend the meeting, reads the risk assessment and meeting guidelines in advance. These are available on request, or via the Town Council website.

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

Sarah Eden
Executive Office/RFO

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.

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 13th November 2023.

6. MINUTES OF LAST MEETING

To receive and sign as a true record, the minutes of the meeting held on Tuesday 10th October 2023 (enc)ⁱ

7. CLERK AND OFFICER UPDATES

To receive an update on items actioned since the previous meeting (enc)ⁱⁱ

8. BUDGET AND EXPENDITURE 2023/24

a) Updated Budget Report

To receive updated budget report; any questions will be taken to be answered by the Responsible Financial Officer who is not in attendance (RFO) (enc)ⁱⁱⁱ

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 29th September 2023 (enc)^{iv}

9. PRE-BUDGET LIAISON

To agree an informal pre-budget liaison in advance of the FGS Meeting in December, to commence at 5:15pm.

10. SMALL GRANT FUNDING – OCTOBER 2023

a) Parkhead and Wansbeck Powersports

To receive an application from Parkhead and Wansbeck Powersports (received in October, but omitted from the report received), and agree to consider the application and any award (enc)^v

b) Blossoming Communities

To receive additional information from Blossoming Communities and reconsider the small grant application, and agree any award (enc)^{vi}

c) Suspension of Standing Order 7 Previous Resolutions

To consider and agree to suspend Standing Order 7, to allow the reconsideration of the Small Grant Funding Application from AFC Newbiggin Juniors, and Blossoming Communities.

d) AFC Newbiggin Juniors

To receive additional information from AFC Newbiggin Juniors and reconsider the small grant application, and agree any award (enc)^{vii}

11. ANNUAL GRANT AID FUNDING UPDATES

a) Northumberland Citizens Advice

To receive update on work this year to date, and agree to release 2nd and 3rd instalment of annual funding (enc)^{viii}

b) YMCA Northumberland

To receive update on work this year to date, and agree to release 2nd instalment of annual funding (enc)^{ix}

12. ENHANCED NEIGHBOURHOOD SERVICES PARTNERSHIP BOARD MEETING

To receive a report of the meeting held on 19th September, and agree any compliments, comments, or complaints to be brought to the next meeting (enc)^x

13. HIRST PARK LIAISON MEETING

a) Report of Meeting

To receive a report of the meeting held on 9th October 2023 (enc)^{xi}

b) Memorandum of Understanding (MOU) for Hirst Park

To agree that discussions progress to establish a revised MOU for Hirst Park, with draft to come back to Council for approval and budget recommendation, and agree those members to be involved (*meeting provisionally scheduled for 22nd November at 2:00pm*)

14. PADDOCK WOOD PLAY AREA

a) Essential Works

To receive the quotation for replacement play bark at Paddock Wood Play Area, and agree to place an order for the work to be carried out (enc)^{xii}

b) Gift of trees

To receive notice of gift of x50 chestnut whips, and to agree to seek NCC approval and support to plant within the copse of trees near Paddock Wood Play Area.

15. ROADWAYS AT WOODHORN ALLOTMENTS

To receive the quotation to repair roadways, and agree to place an order for the work to be carried out (enc)^{xiii}

16. PUBLIC RIGHTS OF WAY ACROSS THE FORMER OPEN CAST SITE AT POTLAND PARK

To receive draft letter proposed to be sent jointly from Longhirst Parish Council, and Ashington Town Council, and agree to send (enc)^{xiv}

17. NOTICE OF CONSULTATION: Proposal to extend the duration of a Public Spaces Protection Order for the consumption of alcohol Anti-social Behaviour, Crime and Policing Act 2014, Part 4

To receive, and agree to endorse the positive response agreeing to support the extension of the PSPO, following email communication with members (enc)^{xv}

18. 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.

19. PERSONNEL COMMITTEE

To receive the report and recommendations of the Personnel Committee in relation to employment matters and agree to endorse those within the remit of the Personnel Committee and approve those items that require full council approval (enc)^{xvi} *Please note that the draft Personnel Committee minutes will be brought to Full Council in November.*

20. DATE, TIME AND VENUE FOR THE NEXT MEETING

Tuesday 12th December 2023, 6:00pm, Council Chamber.

ENCLOSURES

- i Draft Minutes of the Finance and General Services Committee, 10th October 2023
- ii Clerk and Officer Update, November 2023
- iii Updated Budget Report 2023/24
- iv Schedule of Accounts paid/to be paid
- v Redacted Application from Parkhead and Wansbeck Powersports
- vi Additional information from Blossoming Communities
- vii Additional information from AFC Newbiggin Juniors
- viii Northumberland Citizens Advice
- ix YMCA (*to follow*)
- x Report of Enhanced Services Meeting, 19th September 2023
- xi Draft Report of Hirst Park Liaison, 9th October 2023
- xii Quotation received (redacted)
- xiii Quotation received (redacted) (*to follow*)
- xiv Draft Letter regarding PROW Potland Park
- xv NCC Notice of Consultation – PSPO Order
- xvi Personnel Committee – Draft Report and Recommendations