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11th April 2023

To all members of the Council

You are hereby summoned to a meeting of the **FINANCE AND GENERAL SERVICES COMMITTEE**, being held in the **Council Chamber, Town Hall, Ashington, NE63 8RX, on Tuesday 18th April 2023, 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.

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

Sarah Eden
Clerk to the Town Council

1. WELCOME BY THE CHAIR

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. DISCLOSURES 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 20th March 2023.

6. CORRESPONDENCE

Letter from Churches Together, 28th March 2023 (enc)ⁱ

7. MINUTES OF THE COMBINED FULL COUNCIL AND FGS MEETING HELD ON TUESDAY 21ST MARCH 2023

To receive and sign as a true record, the minutes of the meeting held on Tuesday 21st March 2023 (enc)ⁱⁱ

8. CLERK AND OFFICER UPDATES

To receive written and verbal update on items actioned since the previous meeting (to be tabled)ⁱⁱⁱ

9. BUDGET AND EXPENDITURE 2022/23

a) Budget Report

To receive the final budget and expenditure for 2022/23 and note any surplus funds (enc)^{iv}

b) Surplus Funds at Year End

To receive the RFO's note regarding the movement of surplus funds to specific budget headings, and agree those to endorse (enc)^v

c) Accounts Paid

To receive a schedule of accounts paid since the March FGS Meeting; and to endorse those accounts paid according to the Council's Financial Regulations (enc)^{vi}

10. TELEPHONE SYSTEM

To receive a report from the Communications and Engagement Officer regarding the Council's office phone system, and agree to end the current contract in favour of new provider and system (enc)^{vii}

11. COMMUNITY SUPPORT 2023/24

a) Sub-headings and Budget Available

To agree the sub-headings within the Community Support budget heading, and the total funding available in each (enc)^{viii}

b) Application Process and Criteria

To agree any changes to the current process for Annual Grants and Small Grants, and any additional funding streams.

c) Annual Grants 2023/24

To agree to launch the Annual Grant Aid Funding opportunity immediately, with agreed timescales and any requirement to make a presentation (enc)^{ix}

d) Small Grant Funding 2023/24

To agree the timeline for small grant funding, and any additional engagement activity to promote (enc)^x

12. LITTER BINS

To agree to place the order for twenty-four litter bins from Broxap, at a cost of £7,728, to be received in two deliveries and installed as replacements where needed.

13. EXCLUSION OF PRESS AND PUBLIC

Members are invited to consider passing the following resolution:

That the press and public be excluded from the meeting during consideration of the following items, permitted under Part I of Schedule 12A of the Local Government Act 1972 (as amended by the Local Authorities (Access to Information) (Exempt Information) (England) Order 2006) Act as the matter is confidential (8) Expenditure proposed to be incurred for the supply of goods or services, and (9) terms proposed or to be proposed by the authority in the course of negotiations for a contract for the supply of services.

14. IMPROVEMENTS TO LABURNUM TERRACE FLORAL PLANTING

To receive report from Assets and Facilities Mgr to support Central Ward Cllrs Eleanor Armstrong, Caroline Ball and Lawrence Henderson use of Environmental Enhancements budget of £3,500 per ward (enc)^{xi}

15. PLAY AREAS AT AINTREE CLOSE AND EPSOM DRIVE

To receive a report from the Assets & Facilities Mgr on the appropriate development of both play areas, in consultation with ward Cllrs Michelle Brannigan, Marjorie Chambers, and John Tully, along with quotations for each. To agree to seek section 106 play funding for the schemes selected, and to use the Council's Earmarked Reserves for the remaining budget required (to follow)^{xii}

ENCLOSURES

ⁱ Letter from Churches Together, 28th March 2023

ⁱⁱ Draft Minutes of the Combined Meeting of the Full Council, and Finance and General Services Committee, 21st March 2023.

ⁱⁱⁱ Clerks and Officers Update (to be tabled).

^{iv} Budget & Expenditure 2022/23.

^v RFO Note – Surplus Funds.

^{vi} Schedule of Accounts paid/to be paid.

^{vii} Phone System

^{viii} RFO Note – Possible Headings and Budget.

^{ix} Suggested timescales.

^x Suggested timescales and community group event.

^{xi} Laburnum Terrace Environmental Enhancements.

^{xii} Play Area Report and Quotations.