



Ashington Town Council
Town Hall, 65 Station Road
Ashington
Northumberland
NE63 8RX
Tel: (01670) 624521
Mobile: 07726954934

E-mail: sarah.eden@ashingtontowncouncil.gov.uk
Website: www.ashingtontowncouncil.gov.uk
<https://www.facebook.com/ashingtontowncouncil>
<https://www.instagram.com/ashingtontc/>

16th May 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 8RX**, on **Tuesday 23rd May at 5:00pm**.

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
Clerk to the Town Council

AGENDA

1. ELECTION OF CHAIR

In accordance with Standing Orders, to receive nominations for Chair of the Finance and General Purposes Committee of Ashington Town Council, and in the event of more than one Councillor being proposed and seconded, to take a vote and elect the Councillor with the majority.

2. ELECTION OF VICE-CHAIR

In accordance with Standing Orders, to receive nominations for Vice-Chair of the Finance and General Purposes Committee of Ashington Town Council, and in the event of more than one Councillor being proposed and seconded, to take a vote and elect the Councillor with the majority.

3. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

4. 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.

5. DISPENSATIONS

To receive and consider any dispensations.

6. 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 22nd May 2023.

7. MINUTES OF LAST MEETING

To receive and sign as a true record, the minutes of the meeting held on Tuesday 18th April 2023 (enc)ⁱ

8. CLERK AND OFFICER UPDATES

To receive an update on items actioned since the previous meeting (enc)ⁱⁱ *to be tabled*

9. BUDGET AND EXPENDITURE 2023/24

a) Updated Budget Report

To receive updated budget report and address any questions to the Responsible Financial Officer (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 18th April 2023 (enc)^{iv}

10. BASIC PARISH ALLOWANCE AND EXPENSES

To agree to write to Northumberland Association of Local Councils (NALC) to request they inquire if other Northumberland Town and Parish Councils are interested in seeking the establishment of a Parish Remuneration Panel. This would be requested in accordance with The Local Authorities (Members' Allowances) (England) Regulations 2003, whereby Northumberland County Council is the responsible authority, and seek to instruct an independent remuneration panel to make a report and recommendations in respect of a basic Parish Allowance and Expenses (enc)^v

11. HIRST PARK LIAISON MEETING

To receive the report of the meeting held on 7th March 2023, and any update available (enc)^{vi}

12. ENHANCED NEIGHBOURHOOD SERVICES PARTNERSHIP MEETING

a) Report of Meeting

To receive the report of the meeting held on 21st March 2023 (enc)^{vii}

b) Financial Update

To note that the held underspend from 2021/22 of £7,792, has been partially spent because of the 2022/23 overspend of £4,204. *The final invoice and budget will be brought to the Partnership Meeting on 12th June.*

c) Update on Outstanding Actions

To receive an update on outstanding actions, and any work undertaken.

13. SMALL GRANT FUNDING – MAY 2023

To receive a summary of the small grant applications received between 19th April – 12th May 2023, and agree any awards (enc)^{viii}

14. EVENTS

To receive further event proposals for summer 2023 (enc)^{ix}

a) Ashington Camera Club Photography Exhibition

To agree to support Ashington Camera Club with a Photography Exhibition on 1st July at Wansbeck Square.

To agree to allocate £250 from the Events, Community, and Engagement budget to pay for room hire, and that the Communications and Engagement Officer helps to facilitate the event.

b) Family Fun Day in Partnership with NCC Get Onside

To agree to work in partnership with NCC Get Onside team to deliver a family fun day at Hirst Welfare Centre, on 12th August, to include a walking football tournament, family attractions, and community groups.

To agree to allocate £3,000 from the Events, Community, and Engagement budget, and to delegate spending to the Communications and Engagement Officer, in consultation with the Events Group.

c) Summer Activities on Station Road

To agree to book weekly activities/attractions for each Saturday of the summer holidays, to take place on Station Road.

To agree to allocate £2,000 from the Events, Community and Engagement budget, and delegate spending to the Communications and Engagement Officer, in consultation with the Events Group.

d) Pride Picnic in the Park

To agree to work in partnership with NCC Hirst Park Community Engagement Team to deliver a Pride Picnic in Hirst Park, in September, with stalls and attractions that raise awareness, offer support, and promote inclusivity, to include refreshments.

To agree to allocate £1,000 from the Events, Community and Engagement budget, and delegate spending to the Communications and Engagement Officer, in consultation with the Events Group.

15. ENVIRONMENTAL ENHANCEMENTS

a) College Ward Improvements

To receive note of works instigated by County Cllr Mark Purvis (enc)^x

b) College Shops

To receive a proposal from College Ward Cllrs Mark Purvis, Vicki Brown, and Liam Lavery for works from the £5,000 Environmental Enhancement budget heading, and to seek costs for the following work:

- To repaint the rendered wall and metal fencing at college shops.
- To replace the deceased silver birch tree, and repair tree guards.
- To purchase and plant a mix of evergreen shrubs, with associated soil and bark chippings. *(Please note an ongoing maintenance plan will need to be costed and agreed)*

To agree to delegate to the Assets & Facilities Manager that an order be placed following receipt of a suitably priced quotation, within the budget available.

16. DATE, TIME AND VENUE FOR THE NEXT MEETING

Tuesday 13th June, 6:00pm, Council Chamber.

ENCLOSURES

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- i Draft Minutes of the Finance and General Services Committee, 18th April 2023
 - ii Clerk and Officer Update, May 2023 – to be tabled
 - iii Updated Budget Report 2023/24
 - iv Schedule of Accounts paid/to be paid
 - v RFO Note
 - vi Hirst Park Liaison Meeting – 21st March 2023
 - vii Partnership Meeting – 7th March 2023
 - viii Summary of Small Grant Applications received – May 2023
 - ix Events Proposals
 - x College Ward Improvements