



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

29<sup>th</sup> April 2026

**To All members of the Council**

You are hereby summoned to attend a meeting of the **FINANCE & GENERAL SERVICE COMMITTEE (FGS) MEETING, in THE COUNCIL CHAMBER, 65 STATION ROAD, NE63 8RU, on Tuesday 12<sup>th</sup> May 2026 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, before 5pm on Monday 11<sup>th</sup> May 2026.

**Sarah Eden, Executive Office/RFO**

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**AGENDA**

**1. WELCOME BY THE CHAIR**

Cllr Lynne Grimshaw to 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.

*The Council must approve any requested dispensations where declarations of interest have been made and members wish to stay in the meeting/speak on the item.*

## **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 office with questions on items on the agenda no later than 5.00pm on Monday 11<sup>th</sup> May 2026.*

## **6. MINUTES OF LAST FINANCE AND GENERAL SERVICES COMMITTEE MEETING**

To receive and sign as a true record, the minutes of the meeting held on Tuesday 14<sup>th</sup> April 2026 (enc)<sup>i</sup>

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

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

## **8. ACCOUNTS PAID**

To receive a schedule of accounts paid; to endorse those accounts paid since the last meeting (to follow/to be tabled)<sup>iii</sup>

*Please note that in accordance with Section 151 of the Local Government Act 1972, alongside the Accounts and Audit Regulations 2015 (SI 2015/234), the end of year Budget and Bank Reconciliation, including Annual Governance Statement and the Statement of Accounts must be approved by Full Council. These will be brought in June.*

## **9. APPROVAL OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2024/25: COMBINED FGS COMMITTEE AND FULL COUNCIL MEETING**

To consider and agree that a combined meeting of the Finance and General Services Committee and Full Council be held on Tuesday 23<sup>rd</sup> June 2026 for the purpose of approving the Annual Governance and Accountability Return (AGAR) 2025/26, including the Annual Governance Statement and Accounting Statements, in accordance with the Accounts and Audit Regulations 2015.

## **10. ASSET REGISTER POLICY, CAPITALISATION THRESHOLD AND AGAR RESTATEMENT**

To receive a report and policy recommendations from the Executive Officer that seeks approval for the adoption of a minimum capitalisation threshold of £250 for the inclusion of assets within the Asset Register, based on a risk-based methodology aligned to the Council's insurance excess, asset useful life, and materiality (enc)<sup>iv</sup>

## **11. ASSET MANAGEMENT PLATFORM – CIVICLY**

To receive an Executive Summary (enc)<sup>v</sup> from the Executive Officer that seeks approval for the adoption of Civic.ly, a digital asset management platform purpose-built for town and parish councils. To receive the business case developed in close collaboration with Civic.ly, based on a detailed assessment of Ashington Town Council's current operations, assets, and forward ambitions (enc)<sup>vi</sup>

## **12. PADDOCK WOOD PLAY AREA**

To receive the report and, having considered the recommendations, to agree that Paddock Wood Play Area is designated as the Council's next priority site for investment in play provision; that drainage issues are investigated; that a programme of community consultation is commenced; and that the budget available from earmarked reserves as well as any available funding is considered prior to procurement (enc)<sup>vii</sup>

## **13. YOUTH ADVISORY COMMITTEE MEETING REPORT AND SUMMER FOOD PROGRAMME**

To receive the report of the Youth Advisory Committee meeting, held on 20<sup>th</sup> April 2026 (enc)<sup>viii</sup>

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

In respect of the proposed summer food programme, to consider the allocation of funding from the Youth Budget in principle and to delegate authority to the Executive Officer, in consultation with the Youth Advisory Committee, to confirm the level of contribution and commit expenditure once full details of the expected programme and external funding are received.

#### **14. 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 item, permitted under Section 1 (2) LGA 1960, due to the confidential nature of the business being transacted.

#### **15. SEASONAL OPERATIVE NEIGHBOURHOOD SERVICES**

To receive a recommendation from the Personnel Committee to commence recruitment of a seasonal operative for Neighbourhood Services support during high season, from June through to October/November (enc)<sup>ix</sup>

#### **16. DATE, TIME AND VENUE FOR THE NEXT FGS MEETING**

Tuesday 26<sup>th</sup> May – Annual Meeting of the Council

Tuesday 23<sup>rd</sup> June 2026 - Combined Meeting of the Full Council and FGS Committee

#### **ENCLOSURES**

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- <sup>i</sup> Draft Minutes of the Finance and General Services Committee, 10<sup>th</sup> March 2026
  - <sup>ii</sup> Officers Update (to be tabled)
  - <sup>iii</sup> Account Schedule (May) (to be tabled)
  - <sup>iv</sup> Assets Register Policy and Capitalisation Threshold
  - <sup>v</sup> Civic.ly Platform: Executive Summary prepared by EO
  - <sup>vi</sup> Civic.ly Business Case prepared by Scribe
  - <sup>vii</sup> Paddock Wood Play Area
  - <sup>viii</sup> YAC Meeting Report, 20<sup>th</sup> April 2026
  - <sup>ix</sup> Confidential Report – Seasonal Operative NSO

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