



Ashington Town Council
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To: **ALL MEMBERS OF THE COUNCIL**

You are hereby summoned to attend the combined meeting of the **FINANCE & GENERAL SERVICES COMMITTEE MEETING and FULL COUNCIL** in **THE COUNCIL CHAMBER, 65 STATION ROAD, NE63 8RX, on Tuesday 27th September 2022, commencing at the earlier time of 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, except where the item is agreed confidential. 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.

Sarah Eden
Clerk to the Town Council

20th September 2022

FINANCE AND GENERAL SERVICES COMMITTEE AGENDA

1. WELCOME BY THE CHAIR

Welcome by Cllr Lynne Grimshaw

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 26th September 2022.

6. MINUTES OF FINANCE AND GENERAL SERVICES COMMITTEE MEETING HELD ON TUESDAY 12TH JULY 2022

To receive and sign as a true record, the minutes of the meeting held on Tuesday 12th July 2022 (enc)ⁱ

7. MINUTES OF EXTRAORDINARY FINANCE AND GENERAL SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 3RD AUGUST 2022

To receive and sign as a true record, the minutes of the meeting held on Wednesday 3rd August 2022 (enc)ⁱⁱ

8. CLERK AND OFFICER UPDATES

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

9. EXCLUSION OF THE PRESS AND PUBLIC

The Town Council is 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 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 (1) Information relating to an individual.

10. CONFIDENTIAL ITEM

To welcome an individual to speak in relation to the Council's decision (minute reference FGS June 22/215) and give additional information relating to their allotment plot at North Seaton Colliery Allotment.

11. NORTH SEATON COLLIERY ALLOTMENT SITE

a) Advice Received

To receive further information and guidance in relation to the smallholding at North Seaton Allotment Site (enc)^{iv}

b) Suspension of Standing Orders

To consider and agree to suspend *Standing Order 7, Previous Resolutions*, to allow the Council to reconsider previous resolution FGS 22/215).

c) Proposed Action

To agree any further action and communication with the plot holder.

Public Session Resumes

12. WANSBECK VALLEY FOODBACK

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

13. NORTHUMBERLAND COMMUNITY BANK

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

14. BUDGET AND EXPENDITURE 2022/23

a) Updated Budget Report

To receive updated budget report, including half-year review and address any questions to the Responsible Financial Officer (RFO) (enc)^{vii}

b) RFO Notes on Balances and Recommended Movement

To receive RFO notes in budget report (end column), and consider and approve each recommendation (*other recommendations for consideration may be placed on a future agenda*)

c) Accounts Paid

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

d) Christmas Lighting Infrastructure

To receive bill of quantities for work required, and agree to endorse action to place order (enc)^x

15. JACK CHARLTON STATUE AND ASHINGTON'S FOOTBALLING HERITAGE

a) Licence

To receive a draft licence to access and use part of Northumberland County Council owned land at Hirst Park in Ashington, for the installation of the Jack Charlton statue and Ashington's Footballing Heritage Information panels, with associated signage and landscaping, and agree that the Clerk signs the agreement on behalf of the Council (enc)^{xi}

b) Unveiling Event

To agree a budget for the event, with spending delegated to the Clerk, in consultation with the Working Group

16. REMEMBRANCE PARADE AND SERVICE

a) Supporting Ashington Branch of the Royal British Legion

To consider and endorse actions to support Ashington Branch of the Royal British Legion to hold a parade and service on Sunday 13th November 2022 (enc)^{xii}

b) Budget and Delegation

To agree a budget in support of Remembrance, with spending delegated to the Clerk, in consultation with the Chair

17. CHRISTMAS LIGHTS SWITCH-ON

a) Plans in Progress

To endorse the plans in progress for the 2022 Christmas Lights Switch-On, being held on Thursday 24th November (enc)^{xiii}

b) Budget and Delegation

To agree a budget in support of the Switch-On event, with spending delegated to the Clerk, in consultation with the Chair

18. PUBLIC SEATING

a) Requests for Public Seats

To receive two requests for public seating: two seats on the B1334 path/cycleway, and one seat in People's Park. Following consideration, to agree to seek landowner permission to install (enc)^{xiv}

b) Seat Provider/Order

To consider options and agree to place order for appropriate seating (included enc xiv)

19. EXCLUSION OF THE PRESS AND PUBLIC

The Town Council is invited to consider passing the following resolution:

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20. ALLOTMENT CLEARANCE AND IMPROVEMENT WORKS

To receive a report of the works required at three allotment sites, to pose any questions to the Assets and Facilities Manager, and agree to place an order for approved works (enc)^{xv}

21. DATE, TIME AND VENUE FOR THE NEXT MEETING

Tuesday 11th October 2022, 6:00pm, Council Chamber.

FULL COUNCIL AGENDA

1. WELCOME BY THE CHAIR

Welcome by Cllr Mark Purvis

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.

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 26th September 2022.

6. MINUTES OF FULL COUNCIL MEETING HELD ON TUESDAY 28TH JUNE 2022

To receive and sign as a true record, the minutes of the meeting held on Tuesday 28TH June 2022 (enc)^{xvi}

7. REPORT FROM THE CIVIC HEAD OF ASHINGTON (CLLR BOB WALKINSHAW)

To receive a verbal report from the Civic Head of Ashington.

8. REPORT FROM THE LEADER OF THE COUNCIL (CLLR MATTHEW CUTHBERT)

To receive a verbal report from the Leader of the Town Council.

9. FINANCIAL AND MANAGEMENT RISK ASSESSMENT, SEPTEMBER 2022

In accordance with the Accounts and Audit Regulations 2015 (SI2015/234), to receive and approve the updated document containing new and emerging risks, and pose any questions to the Clerk/RFO (enc)^{xvii}

ENCLOSURES

- i Draft Minutes of the Finance and General Services Committee, 12th July 2022
- ii Draft Minutes of the Extraordinary Finance and General Services Committee, 3rd August 2022
- iii Clerk and Officer Update, September 2022
- iv Updated information
- v Wansbeck Valley Foodbank update
- vi Northumberland Community Bank update
- vii Updated Budget Report 2022/23
- viii Schedule of Accounts paid (August)
- ix Schedule of Accounts paid (September)
- x Christmas Lights Infrastructure Work
- xi NCC Licence – Hirst Park
- xii Summary and Action Points following RBL Meeting (31/08/2022)
- xiii Christmas Lights Switch-On Action Points
- xiv Request for Public Seating
- xv Report of Allotment Clearance and Improvement works required, and quotations received

(Enclosed Reports in RED are confidential)

- xvi Draft Minutes of the Full Council Meeting, 28th June 2022
- xvii Financial and Management Risk Assessment, September 2022