

Hurworth Parish Council

Minutes of the proceedings of the Finance Committee of Hurworth Parish Council held at Hurworth Grange, Hurworth –on-Tees, on Monday 1st March 2010.

Present: Cllr. G.Hepplewhite (Chairman), Cllr.A.Gibson, Cllr. V.Hughes, Cllr. I.Holme, Cllr. P.Allan, Cllr. K.Pattison, Cllr. C.Pratt Cllr. J.Peacock, Cllr. J.Russell.

Apologies: Cllr.I.White, Cllr. D.Parr, Cllr. P.Foster.

In Attendance: Mr. J.Robinson, Parish Clerk

Before commencing the meeting Cllr. P.Allan requested the Chairman seek assurances from the 2 members of the public present, Mrs. Allan and Ms. Edwards that neither of them was recording the proceedings of the meeting. This assurance from both ladies was obtained.

1.00/10: Declaration of Interest

Cllr. I.Holme, Cllr. J.Peacock, Cllr. P.Allan, personal in relation to The Grange either by membership of the committee or relative as a member of committee.

Cllr. I.Holme and Cllr. J.Russell personal in relation to any reference to Hurworth Community School

Cllr. P.Allan personal and prejudicial in regards to tenders for environmental work by virtue of relative involved.

2.00/10 Public participation

The Clerk advised he had written to Mr. J.Lawrie inviting him to address the meeting, there has been no reply and he was not in attendance.

Resolved: - invitation noted.

3.00/10 Audit/Risk register/Asset register

The Clerk advised members the above reports will be presented to the full Council in March. A review of the standing orders, in line with the new guidelines released by NALC along with the Publication Scheme and FOI Policy will go to full Council in April for agreement in principle and full adoption at the Annual meeting. A Public Participation policy and also a Council Code of Conduct Policy will also go to the Annual meeting. All current policies are due for renewal in April also. It was also noted no value has been placed on the Allotments.

Resolved: - Report noted and to obtain a valuation of the allotments during the 2010/11 financial year.

4.00/10 Insurance

The Clerk advised the need to contact the grange and receive assurances that the grange is fully insured and the Council is first call on this policy. This is to conform to Audit procedures.

Resolved: - The Clerk to write to The Grange and seek this clarification.

5.00/10 Outstanding Accounts/Final 2009/10 Payments

The Clerk advised the only outstanding amount owed to the Council is from DBC to cover the reimbursement of Mr. T.Murray salary. The Council will close payment on this year's account following the full march Council meeting.

Resolved: - To note and accept report.

5.00/10 Grants/Applications

None presented.

6.00/10 The Grange Project

The Clerk circulated a report highlighting the requirements/request for support from The Grange Management in Committee in regards to disability access and future developments (copy attached). The Grange are asking for both financial and support from the Clerk in obtaining grants/commissioning work.

Resolved: - Report and content accepted and to approve phase 1. Clarification however to be sought from The Grange Management Committee that they will accept responsibility and liability for the temporary ramp; including insurance cover and that all Grange employees will be trained in its use.

Due to the nature of the business to be transacted the Chairman requested that the members of the public be excluded from the meeting. This was agreed and members of the public left.

7.00/10 2010 Tenders for printing Parish Plan

Cllr. P.Allan advised he had attempted to obtain 3 quotes from local printers but had only been able to get 1. He advised this company was the same company who had undertaken all the printing during the Parish Plan process. The company had quoted £1379.50 for 300 copies.

Resolved: - To set aside financial regulations due to the fact only 1 tender obtained and to accept the quote from Prontaprint Darlington to undertake the printing of 300 copies of the Parish Plan at a cost of £1379.50.

8.00/10 Village Green enhancement work

Before the commencement of this item Cllr. P.Allan left the meeting.

3 tenders were sought for the work and only 2 returned. Member's considered both tenders but deferred the final decision till after extra information was sought from both companies.

Resolved: - To write to both tenders requesting a technical specification and also a reference for work previously done in this field. Once final confirmation of contactor is agreed Clerk to advise DBC Highways of date work to commence.

9.00.00/10 Date of next meeting

The next Finance Committee meeting will be on Tuesday 13th April at 6.30pm.