

## NEWBIGGIN-BY-THE-SEA TOWN COUNCIL

**Minutes of a Meeting of the Finance Committee held on Wednesday  
16 February 2011 at 7 pm at the Town Council Cottage Newbiggin.**

### **PRESENT:**

Councillors: R Mc Cready (Chairperson)

M Boon M Cholerton A Thompson

Officer: D Earl – Town Clerk

Also present: Councillors M Kirkup M Peden and W Rogers

### **FC21/10 APOLOGIES**

Apologies for absence were received from Councillor L Anderson

### **FC22/10 MINUTES**

**RESOLVED** that the minutes of the previous meeting held on 12 January 2011 be approved as a true record

### **FC23/10 DISCLOSURE OF INTERESTS**

There were no interests to be declared.

### **FC24/10 RISK MANAGEMENT - ASSESSMENT 2011**

The Town Council was required to undertake a further risk assessment and an initial appraisal of risks had been circulated by the Town Clerk.

Members considered in detail the various areas of risk and categorised the respective controls and improvements that were in place.

**RECOMMENDED that the Council approve the Risk Management Assessment for 2011 set out in Appendix 1.**

### **FC25/10 ACQUISITION OF PICTURES**

Members considered a work of art produced by a member of the community depicting the north end of the bay and the Church Point. It was considered ideal for display in the Town Council Office and it was also thought that it would be appropriate for the Maritime Centre.

**RESOLVED that two copies be purchased at a cost of £110.**

**FC26/10 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the Agenda as they involve the likely disclosure of exempt information as defined in paragraph 1 and 3 of Part I of Schedule 12A of the 1972 Act relating to personal financial and business affairs.

The Town Clerk declared a personal interest and withdrew from the meeting during consideration of the following item of business.

**FC27/10 EMPLOYMENT MATTERS**

A number of matters relating to the employment of the Town Clerk were outlined by the Chairperson to the Committee. Arrangements for pension provision or gratuity were still outstanding and further information was awaited from the National Association of Local Councils. The Town Clerk had again worked a significant amount of additional hours.

Members debated the various issues and expressed their appreciation of the work undertaken by the Town Clerk.

**RECOMMENDED that:**

- 1) The Town Clerk be paid one months' additional salary in lieu of the additional hours worked;**
- 2) With effect from 01 April the salary be increased by one increment;**
- 3) The Chairperson be awarded delegated authority to investigate a pension gratuity of up to £4,000 per annum back dated, and report back to members to reach final agreement.**

Signed by the Chairperson: .....

Date:.....