

**BILLINGHAM TOWN COUNCIL**  
**Minutes of the Finance & General Purposes Committee Meeting**  
**held on Tuesday 18<sup>th</sup> July 2023 at 6.30 p.m.**  
**at Billingham Library & Customer Service Centre**

**Present: Councillor**      Jim Scollen  
                                 Daniel Forrest  
                                 Adam Gilburt  
                                 Gina McCall  
                                 Ann McCoy  
                                 Guy Snead  
                                 Colin Leckonby

**Official:**                      Miss Dee Smith, Town Clerk/RFO

**Apologies:**                Cllr M Besford - Business  
                                 Cllr C Gamble - Business

Two members of the public were also present.

**60/23              CHAIRMAN'S ANNOUNCEMENT**

The usual rules about housekeeping were made

**61/23              DECLARATIONS OF INTEREST**

There were no declarations on this occasion.

**62/23              PUBLIC PARTICIPATION TIME**

There were no public questions raised on this occasion.

**63/23              MINUTES OF FINANCE & GENERAL PURPOSES MEETING HELD ON  
20<sup>th</sup> June 2023**

Members were asked to approve the above minutes.

**RESOLVED**

That the minutes of the above meeting held on 20<sup>th</sup> June 2023, a copy of which has previously been circulated to each member, be approved, and signed as

**Signed..... Date .....**  
**Chairman to Billingham Town Council**

a correct record by the Chairman.

**64/23 PAYMENTS & RECEIPTS LISTS**

Members were asked to approve the following:

- (i) Payments to creditors for June 2023 for the main account.
- (ii) Payments to creditors for June 2023 for the cafe account.
- (iii) Staffing costs for June 2023.
- (vi) To note the income received for June 2023.
- (vii) Members were provided for information, with the bank reconciliation for all accounts up to 30<sup>th</sup> June 2023.

**RESOLVED**

- a. Members approved the above reports.
- b. The Chairman signed the bank reconciliations.

**65/23 CAFÉ IN THE PARK – PROFIT & LOSS REPORT**

Members were presented with a profit and loss report for the Café in the Park, up to 30<sup>th</sup> June 2023.

**RESOLVED**

Information duly noted.

**66/23 INCOME & EXPENDITURE REPORT**

Members were provided with the Income and Expenditure report up to 30<sup>th</sup> June 2023.

**RESOLVED**

Information duly noted.

**67/23 GRANT FUNDING**

Members were asked to consider a grant application from Nicola Goulding for £500 for the purchase of a defibrillator and consumables to be located on Station Road in Billingham.

**RESOLVED**

Further information from the applicant to be requested, and the application to be brought back to this committee in September 2023.

Signed..... Date .....  
Chairman to Billingham Town Council

**68/23 CAFÉ LEASE & WAYLEAVE AGREEMENT**

The Town Clerk advised members the café lease is now progressing.

The wayleave agreement required between Aspire Technology Solutions and Virgin media for the installation of the broadband cabling is also underway.

**RESOLVED**

Information duly noted.

**69/23 DRAFT CCTV POLICY**

Members were asked to consider the draft CCTV policy for recommendation to September Full Council.

**RESOLVED**

Members approved the above policy for recommendation to Full Council in September 2023.

**70/23 DRAFT STAFFING SUB-COMMITTEE MINUTES – 20<sup>TH</sup> JUNE 2023**

Members were asked to approve the above draft minutes.

**RESOLVED**

That the minutes of the above meeting held on 20<sup>th</sup> June 2023, a copy of which has previously been circulated to each member, be approved, and signed as a correct record by the Chairman.

**The meeting concluded at 6.57 pm with Councillors Scollen, Forrest, Gilbert, Leckonby, McCall, McCoy and Snead present.**

Signed..... Date .....  
Chairman to Billingham Town Council