

## GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House, Morton Terrace, Gainsborough on Wednesday 19 December 2018 at 7:00pm

**Present:** Councillor Steven Ward (In the Chair)  
Councillor Matt Boles (ex-officio)  
Councillor Harry Clarke  
Councillor Richard Craig (ex-officio)  
Councillor David Dobbie – arrived at the meeting at 8.54pm  
Councillor Paul Key  
Councillor Denise Schofield  
Councillor Aaron Taylor – arrived at the meeting at 7.02pm

**In Attendance:**

Claire Hill	Town Clerk
Rachel Allbones	Deputy Clerk to the Council
Sean Alcock	Operations Manager

**Also Present:** x2 Members of the public

**1. APOLOGIES FOR ABSENCE AND REASONS GIVEN**

Councillor David Manning  
Councillor David Dobbie – would be arriving late

**RESOLVED** to accept the apologies received and reasons given.

**2. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND TO RECEIVE ANY APPLICATIONS FOR DISPENSATION**

Councillor Key declared a non-pecuniary interest in agenda item 12 as an LCC Councillor.

Note: Councillor Taylor arrived at the meeting at 7.02pm.

**3. MINUTES (Papers A & B)**

i. Minutes of the meeting of Management and Finance Committee held Tuesday 16 January 2018

**RESOLVED** that the minutes of the Management and Finance Committee meeting held on Tuesday 16 January 2018 be confirmed and signed as a correct record.

Note: Councillors Schofield and Taylor abstained from voting on the above resolution.

- ii. Minutes of the meeting of Management and Finance Committee held Tuesday 20 November 2018

**RESOLVED** that the minutes of the Management and Finance Committee meeting held on Tuesday 20 November 2018 be confirmed and signed as a correct record.

Note: Councillors Boles, Craig, Taylor and Ward abstained from voting on the above resolution.

**RESOLVED** under Standing Order 14d to alter the order of business and take item 6 next.

## 6. COMPLAINTS

- i. Roses AWP

The Clerk informed Members that a complaint had been received from a junior football team regarding the next booking entering the AWP early and the smell of drugs in the car park. The Clerk advised that the complainant had been responded to, both parties had been reminded of the need to respect pitch entry and the issues in the carpark had been reported to the relevant PCSO.

- ii. Dogs off leads and fouling / urinating on memorials within the General Cemetery

A Member of the public addressed the meeting regarding dogs fouling the land at the cemetery and owners allowing dogs to run on people graves and urinate on the memorial stones. They advised it was severely distressing and felt intimidated and threatened when asking the dog owners to keep their dogs on leads.

Members advised the Member of the public to contact the Police if they feel threatened by the dog owners and advised that later in the agenda PSPO's were being discussed which could include the cemetery.

Note: x2 Members of the public left the meeting.

## 4. FINANCIAL REPORTS FOR NOVEMBER & DECEMEBER 2018

- i. Unpaid Expenditure Transactions for 13 December 2018 (Paper C)

Members considered at length Paper C & Paper C Revised.

**RESOLVED** that Members accept the transactions in Paper C Revised – Unpaid Expenditure Transactions for 19 December 2018.

- ii. Cashbook Summary (including due and unpaid transactions) for 13 December 2018 (Paper D)

Members considered Paper D.

**RESOLVED** that Members note Paper D - Cashbook Summary (including due and unpaid transactions) for 13 December 2018.

- iii. Budget Comparison Report (including due and unpaid transactions) for 13 December 2018 (Paper E)

**RESOLVED** that Members note Paper E Budget Comparison Report (including due and unpaid transactions) for 13 December 2018.

**5. MONTHLY BANK RECONCILIATION SIGN OFF FOR NOVEMBER** (Paper F)

**RESOLVED** to accept and sign off the Bank Reconciliation for 30 November 2018.

**7. 2019 / 2020 DRAFT BUDGET** (Paper G)

Members thoroughly considered the draft budget for 2019 / 2020.

Members advised they would like to see more funds in the Community Grants budget.

**RESOLVED to RECOMMEND TO FULL COUNCIL** to approve the draft budget for 2019/2020.

**RESOLVED** to earmark a further £2,000 for Community Grants at year end.

**8. PARISH AGREEMENT HIGHWAY VERGE CUTTING SCHEME 2019-20** (Paper H)

**RESOLVED** to under Standing Order 14n exclude the public and press.

Members considered the quotations received for highway verge cutting following resolution from Full Council to join the Parish Agreement Highway Verge Cutting Scheme for the 2019 cutting season.

**RESOLVED to RECOMMEND TO FULL COUNCIL** to approve the quotation received from Continental Landscapes for highway verge cutting for 6 occasions per annum for the 2019 cutting season.

Note: Councillor Key voted against the above resolution.

Note: Councillor Clarke abstained from voting on the above resolution.

**RESOLVED** to set up a Highway Verges Working Group to investigate formation of wildflower verges, to include Councillors, Gainsborough in Bloom and other interested parties, the Clerk is to produce a remit for approval and Councillor appointment at Full Council.

**RESOLVED** under Standing Order 14d to alter the order of business and take item 11 next.

**11. RICHMOND HOUSE HEATING SYSTEM** (Paper K)

Members were advised that the Council are now in receipt of confirmation that Listed Building Consent is not required for the heating system installation as proposed, after some eighteen months of negotiation and site visits. As this consent process has been significantly protracted the original quotation has been revised due to the time expired

**RESOLVED** to approve the revised quotation received from Richmonds Plumbing & Heating for the installation of a heating system at Richmond House.

**RESOLVED** to allow press and public and public back into the meeting.

**9. PUBLIC SPACE PROTECTION ORDERS (Paper I)**

Note: Councillor Dobbie arrived at the meeting at 8.54pm

Members reviewed the application for a Public Spaces Protection Order (PSPO) under section 59 Anti-Social Behaviour, Crime and Policing Act 2014 to WLDC that did not receive satisfactory consultation response in 2017, the LGA Guidance in relation to PSPOs and a timeline that summarised the actions / discussions to date by Gainsborough Town Council in relation to PSPOs.

Note: Councillor Taylor left the meeting at 9.05pm

**RESOLVED** to resubmit an application for Public Spaces Protection Orders on Gainsborough Town Council sites to WLDC as set out in Paper I Appendix B.

Site Name/Description	Address	Postcode	B1	B2	B3	B4	B5
Aisby Walk Playing Fields/Play Areas	off Middlefield Lane, Gainsborough, Lincolnshire	DN21 1UL	Yes	Yes	No	Yes	Yes
Danes Road Play Park	Danes, Road, Gainsborough, Lincolnshire	DN21 1RX	Yes	Yes	Yes	Yes	Yes
General Cemetery	Coxs Hill Gainsborough Lincolnshire	DN21 1HH	Yes	Yes	No	Yes	Yes
Hickman Bacon Memorial Park (commonly known as Levellings)	Love Lane, Gainsborough, Lincolnshire	DN21 2SG	Yes	Yes	Yes (in certain areas)	Yes	Yes
Marshalls Sports Ground	Middlefield Lane, Gainsborough, Lincolnshire	DN21 1XR	Yes	Yes	No	Yes	Yes
Mayflower Close Play Park	Mayflower Close, Gainsborough, Lincolnshire	DN21 1AX	Yes	Yes	Yes	Yes	Yes
North Warren Cemetery	Ropery Road, Gainsborough, Lincolnshire	DN21 2NT	Yes	Yes	No	Yes	Yes
Richmond Park Gardens and Play Park	Richmond House, Richmond Park, Morton Terrace, Gainsborough, Lincolnshire	DN21 2RJ	Yes	Yes	Yes (in certain areas)	Yes	Yes
Roses Sports Ground	North Warren Road, Gainsborough, Lincolnshire	DN21 2TU	Yes	Yes	No	Yes	Yes
Sandsfield Lane North Play Park	behind Enderby Crescent, Gainsborough, Lincolnshire	DN21 1DA	Yes	Yes	No	Yes	Yes
Sandsfield Lane South former Play Park Site	Scouts Hill, Gainsborough, Lincolnshire	DN21 1XQ	Yes	Yes	No	Yes	Yes
South Parade former Play Park Site	South Parade, Gainsborough, Lincolnshire	DN21 1UQ	Yes	Yes	No	Yes	Yes
St Georges Play Park	Lindsey Close, Gainsborough, Lincolnshire	DN21 1YN	Yes	Yes	Yes	Yes	Yes

**B1 – Requirement to pick up dog fouling**

Failure by a person exercising or purporting to exercise control over a dog or dogs to clean up faeces deposited by the dog(s) will be an offence.

**B2 – Requirement for dogs to be kept on leads**

Failure by a person exercising or purporting to exercise control over a dog or dogs to keep them on a lead will be an offence.

**B3 – Exclusion of dogs from area**

No dogs permitted (except for marked guide dogs or medical assist dogs). Allowing other dogs in to an exclusion area will be an offence.

**B4 – Restricted consumption of alcohol**

The consumption of alcohol other than as part of an authorised licensed event at any time will be an offence.

**B5 – Riding of Quad Bikes, Motorcycles and Unauthorised Vehicles**

The riding, driving or operation of quad bikes, motorcycles and any vehicle not authorised to be present on the land will be an offence.

**10. COMMUNITY INFRASTRUCTURE LEVY (Paper J)**

Note: Councillor Taylor returned to the meeting at 9.13pm

Members considered the Parish & Town Council Guidance in relation to CIL.

Councillor Dobbie raised concerns regarding there being no charging levy for zone 4 Gainsborough West.

**RESOLVED to:**

Receive CIL monies from the District Council

Instruct the Clerk to compile a draft PIIP for consideration by Management and Finance prior to recommendation of the PIIP to Full Council.

Note: Councillor Dobbie abstained from voting on the above resolution.

**12. SHOWFIELD ALLOTMENT WALL**

Members received an update from the Operations Manager in relation to quotations for prioritised areas (namely no's 5, 9 and 13 Gainas Avenue).

**13. ARNOLD BAKER – ELEVENTH EDITION**

Members considered the request for purchase of the revised edition published in September 2018.

**RESOLVED to RECOMMEND TO FULL COUNCIL** to transfer £130 from General Reserves to Publications to purchase Arnold-Baker on Local Council Administration Eleventh edition

The meeting concluded at 9.27pm