Minutes of the Finance & Strategy Committee Meeting

16 August 2022

held in the Reading Room, Richmond House, Richmond Park, Morton Terrace, Gainsborough

Councillors Present

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|  | Paul Key |  |
|  |  |  |
| David Dobbie |  | James Plastow |

Councillors Absent

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| --- | --- | --- |
| Matt Boles (Chairman) | Chris Lambie | Pat O’Connor |
| Richard Craig | Julie Musonda | Keith Panter |

In attendance:

|  |  |  |
| --- | --- | --- |
| Belina Boyer (TC) | Rachel Allbones (DC & RFO) |  |

Also present:

| Agenda no  | Agenda item title  | Resolution | Action | Power  |
| --- | --- | --- | --- | --- |
| FS23/044 | **Apologies for absence** To **note** apologies for absence.  | The committee **noted** apologies for absence from Cllrs Boles, Craig, Lambie & O’Connor |  | *Local Government Act 1972, s85 (1) & Sch 12, p40.*  |
| FS23/045 | **Declarations of interest** To **receive** any declarations of interest in accordance with the requirements of the Localism Act 2011. | None received. | N/A | *Localism Act 2011, s31.*  |
| FS23/046 | **Dispensation requests** To **consider** any dispensation requests received by the Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded. | None received. | N/A | *Localism Act 2011, s33.*  |
| FS23/047 | **Minutes of the previous meeting** To receive the minutes of the previous Gainsborough Town Council meeting(s) and **resolve** to sign these as a true record of the meeting(s). **Paper A** Finance and Strategy Committee 27 July 2022 | The Committee **resolved** to defer util the next meeting due to only one Member of the Committee being present at the last meeting. | **DC** to include on next agenda. | *Local Government Act 1972, Sch 12, p41 (1).*  |
| FS23/048 | **Financial reports** To receive and **consider for approval** the following financial reports: **Paper B** Unpaid Expenditure Transactions for 11 August 2022**Paper C** Cashbook Summary (including due and unpaid transactions) for 11 August 2022**Paper D** Budget Comparison Report (including due and unpaid transactions) for 11 August 2022 | The Committee **resolved** to note and approve the following reports: * Unpaid Expenditure Transactions for 11 August 2022
* Cashbook Summary (including due and unpaid transactions) for 11 August 2022
* Budget Comparison Report (including due and unpaid transactions) for 11 August 2022
 | **DC** to make bank transfer payments once signed off by signatories. | *Joint Panel on Accountability and Governance Practitioners Guide 2021.* |
| FS23/049 | **Monthly bank reconciliation** To approve and **resolve** to sign the monthly bank reconciliations for 31 July 2022 as per the paragraph 2.2 in Financial Regulations.**Paper E** | The Committee **resolved** to approve and sign the monthly bank reconciliation for 31 July 2022. | **RFO** to file. | *Joint Panel on Accountability and Governance Practitioners Guide 2021.* |
| FS23/050 | **2022/23 Internal audit**To consider arrangements for 2022/23 internal audit, and consider quotations received.**Paper F** | The Committee **resolved** to refer the item to Full Council for decision once further clarification on costs have been received from LALC.Councillor Key voted against the resolution. | **DC** to include on next Full Council agenda. |  |
| FS23/051 | **Insurance Valuations**To review the report for the building reinstatement costs for insurance purposes for Richmond House and outbuildings, Marshalls, General Cemetery Chapel, Levellings and Roses**Paper G** | The Committee **resolved** to note the report for the building reinstatement costs for insurance purposes and amend insurance values with Zurich accordingly. | **DC** to contact Zurich with updated building valuations |  |
| FS23/052 | **Civility Pledge**To consider signing up to the Civility Pledge, as a commitment to civility and respect in our work, and politeness and courtesy in behaviour, speech, and in the written word.<https://www.nalc.gov.uk/our-work/civility-and-respect-project>**Paper H** | The Committee **resolved** to refer the item to Full Council for discussion and decision. | **DC** to include on next Full Council agenda. |  |
| FS23/053 | **NALC Model Dignity at Work Policy**To consider adopting the NALC Model Dignity at Work Policy **Paper I** | The Committee **resolved** to refer the item to Full Council for discussion and decision. | **DC** to include on next Full Council agenda. |  |
| FS23/054 | **Items for notification** To receive any items for notification to be included on a future agenda – for information only | None received. | **TC** to include on future agenda. | *N/A* |
| FS23/055 | **Time and date of next meeting** To note the date and time of the next Finance and Strategy committee is scheduled for **Tuesday 20 September 2022** at **7:00pm.**   | The committee **noted** the date and time of the next Finance and Strategy committee: Tuesday 20 September 2022 at 7:00pm at Richmond House. |  | *Local Government Act 1972, Sch 12, p10 (2)(a)* |

Meeting concluded at 8.09pm

Signed as a true record of the Meeting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Presiding chairman of approving meeting