Minutes of the Finance & Strategy Committee Meeting

5 December 2022

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

Councillors Present

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| Matt Boles (Chairman) |  | Pat O’Connor |
|  |  | Keith Panter |
| David Dobbie arrived at 7.06pm |  | James Plastow |

Councillors Absent

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| Richard Craig | Chris Lambie |  |
| Paul Key | Julie Musonda |  |

In attendance:

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| Belina Boyer (TC) | Rachel Allbones (DC&RFO) | Stephen Coulman (OM) |

Also present:

| Agenda no | Agenda item title | Resolution | Action | Power |
| --- | --- | --- | --- | --- |
| FS23/070 | To **note** apologies for absence. | The committee **noted** apologies for absence from Cllrs Craig, Key and Lambie | N/A | *Local Government Act 1972, s85 (1) & Sch 12, p40.* |
| FS23/071 | To **receive** any declarations of interest in accordance with the requirements of the Localism Act 2011. | None received. | N/A | *Localism Act 2011, s31.* |
| FS23/072 | 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.* |
| FS23/073 | To receive the minutes of the previous Finance and Strategy Committee meeting(s) and **resolve** to sign these as a true record of the meeting(s).  **Paper A** Finance and Strategy Committee 27 July 2022  **Paper B** Finance and Strategy Committee 18 October 2022 | The Committee **resolved** to sign the minutes of the meeting 27 July 2022 as a true record of that meeting.  Cllrs Panter & Plastow abstained from voting.  The Committee **resolved** to sign the minutes of the meeting 18 October 2022 as a true record of that meeting.  Cllrs O’Connor & Plastow abstained from voting. | **ASO** to publish on the website. | *Local Government Act 1972, Sch 12, p41 (1).* |
| FS23/074 | To receive and **consider for approval** the following financial reports:  **Paper C** Unpaid Expenditure Transactions for 29 November 2022  **Paper D** Cashbook Summary (including due and unpaid transactions) for 29 November 2022  **Paper E** Budget Comparison Report (including due and unpaid transactions) for 29 November 2022 | The Committee **resolved** to note and approve the following reports:   * Unpaid Expenditure Transactions for 29 November 2022 * Cashbook Summary (including due and unpaid transactions) for 29 November 2022 * Budget Comparison Report (including due and unpaid transactions) for 29 November 2022 | **DC&RFO** to make bank transfer payments once signed off by signatories. | *Joint Panel on Accountability and Governance Practitioners Guide 2021.* |
| FS23/075 | To approve and **resolve** to sign the monthly bank reconciliations for:  **Paper F** 31 October 2022 as per the paragraph 2.2 in Financial Regulations. | The Committee **resolved** to approve and sign the monthly bank reconciliation for 31 October 2022. | **DC&RFO** to file. | *Joint Panel on Accountability and Governance Practitioners Guide 2021.* |
| FS23/076 | To **consider** current ear marked reserves and recommending to Full Council to make amendments.  **Paper G** | The Committee **resolved** to **recommend to Full Council** to make amendments to current earmarked reserves. | **DC** to add to FC agenda. | *Joint Panel on Accountability and Governance Practitioners Guide 2021.* |
| FS23/077 | To **consider** draft proposed budget for 2023/24 and consider and agree precept estimate for submission to WLDC.  **Paper H** | Cllr Dobbie proposed to submit a precept estimate of 3% on the current Band D amount, seconded by Cllr Plastow.  At the request of Cllr Dobbie a recorded vote was taken as follows: -  For – Cllrs Dobbie and Plastow  Against – Cllrs Boles, O’Connor, Panter  Not Carried.  Cllr O’Connor proposed to submit the draft estimate of £607,700, seconded by Cllr Panter.  For - O’Connor, Panter  Abstain – Boles, Dobbie, Plastow  The Committee **resolved** to note the draft budget and submit an estimate of £607,700 to WLDC. | **DC** to submit estimate to WLDC. | *Joint Panel on Accountability and Governance Practitioners Guide 2021.* |
| FS23/078 | To note CIL payment received and details of the Middlefield Lane S106 agreement and consider what further action to take.  **Paper I** | The Committee noted the update and requested it be an agenda item on the next Property and Services Committee to get a consultation underway. | **DC** to add to PS agenda. |  |
| FS23/079 | To receive correspondence from the Council’s solicitor and **consider** further action required**.**  **Exclusion of public and press recommended for legal privilege reasons.**  **Paper J** | The Committee **resolved** to exclude the public and press for this agenda item.  The Committee **resolved**: -   * To instruct the solicitor to prepare a further agreement between WLDC and GTC reciting the fact that both parties have acted upon the terms of the Sinking Fund Agreement and consider themselves to have been bound by its terms since inception (March 2020) but that in view of the recently discovered incorrect signature by GTC they execute a further deed ratifying the terms of the Sinking Fund Agreement. * To correct the sinking fund payment schedule to include the 2020-21 financial Year omitted from the original paperwork. * To enter into negotiations with GTC and WLDC regarding the Sinking Fund payments and potential uses for the money therein to invest in the infrastructure of the Roses All Weather Pitch in line with 10c) to replace it with a “3G surface or other similar equivalent” of the 2014 agreement on the site.   Cllr Boles abstained from voting. | **TC** to instruct the solicitors. |  |
| FS23/080 | To consider joining the Rural Market Town Group.  **Paper K** | The Committee **resolved** to join the group and make the relevant budget provision to continue membership past 31 March 2023. To review the cost benefit of membership at the February or March meeting. | **TC** to joinsubscribe to membership.  **RFO** to include in 2023/24 budget. |  |
| FS23/081 | To receive an interim report to the extent that the requirements of the local Council Awards Scheme have been met and **consider** what further action is required to obtain Quality Standard.  **Paper L** | The Committee **resolved**: -   * To adopt Standing Orders and Financial Regulations at the earliest opportunity, even if this means they will need to be reviewed again later in 2023. * To adopt a Councillor Training Policy and councillors **to attend** training * To keep councillor training records – this may include training received elsewhere such as first aid, food hygiene etc * To adopt action plan at December meeting * Set date for Annual meeting of electors and publicise meeting and invite community involvement – also acts as evidence of community consultation * To ensure that all Foundation Standard targets are met and apply for foundation standard separately – at additional cost. This is so that progress can be seen and reported which may help with councillor recruitment at next elections. * Once Foundation submitted to work on missing elements for Quality Standard. * Aim for 6th January deadline for Foundation and 5 May deadline for Quality Standard * Review process monthly at this meeting. | **TC** to liaise with Policy Working Group and add Standing Orders and Financial Regulations for review to next full council agenda.  **TC.** to present councillor training policy for adoption  **DC/RFO** to set up councilor training record database.  **TC** to add as standing item to this committee’s agenda. |  |
| FS23/082 | To **receive** any items for notification to be included on a future agenda – for information only | None received. | N/A | *N/A* |
| FS23/083 | To **note** the date and time of the next Finance and Strategy committee is scheduled forTuesday 20 December 2022 at 7:00pm. | The committee **noted** the date and time of the next Finance and Strategy committee: Tuesday 20 December 2022 at 7:00pm at Richmond House. |  | *Local Government Act 1972, Sch 12, p10 (2)(a)* |

Meeting concluded at 8.02pm

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

Presiding chairman of approving meeting