

Gainsborough Town Council

Minutes of the Full Council meeting 04 January 2023

held in the Function Room, Marshalls Sports Ground, Middlefield Lane, Gainsborough

Councillors Present

	Tim Davies	Sally Loates	James Plastow	Kenneth Woolley
Richard Craig			Keith Panter	
Dennis Dannatt			Aaron Taylor	
Caz Davies				

Councillors Absent

Matt Boles	David Dobbie		Pat O'Connor	
	Paul Key	Liam Muggridge		
	Chris Lambie	Julie Musonda	Baptiste Velan	

In attendance:

Belina Boyer (TC)		Stephen Coulman (OM)	
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Also present: Two members of the public

Agenda no	Agenda item title	Decision	Action	Power/Regulation
Open Forum	(Members of the public are welcome to present any matter relevant to the wellbeing of Gainsborough Town and each president will receive the attention of the council for a period not exceeding 3 minutes, with a maximum of 15 minutes in total. Please see the Council's Public	A member of the public stated that he felt harassed and intimidated by the Town Council and the Clerk. He asked the Town Council: "Why have you not acted against other people continuously breaking their terms and conditions?"	TC to write to the member of the Public.	Public Bodies (Admissions to Meetings) Act 1960, s 1(1). As amended by The Openness of Local Government Bodies Regulations 2014, s3

Initialled:

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	<p>Participation at Meetings Policy and Standing Orders 3 f-l for details.</p> <p>Recording, including filming, audio recording, taking photographs, blogging, tweeting and the use of other social media websites is permitted at council meetings which are open to the public. Anyone wishing to do so MUST adhere to the protocol laid out in the council's Filming and Recordings of Meetings Policy.</p>			
FC23/128	To note apologies for absence.	The Council noted apologies for absence from Cllrs Boles, Lambie, Musonda and O'Connor	N/A	Local Government Act 1972, s85 (1) & Sch 12, p40.
FC23/129	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	There were none.	N/A	Localism Act 2011, s31.
FC23/130	To consider any dispensation requests received by the Town Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	There were none.	N/A	Localism Act 2011, s33.
FC23/131	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.	There were none	N/A	Public Bodies (Admissions to Meetings) Act 1960 1 (2)

Initialled:

Agenda no	Agenda item title	Decision	Action	Power/Regulation
FC23/132	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 – Full Council 07 December 2022	Proposed by Cllr Plastow and seconded by Cllr C Davies, the Council unanimously resolved to sign the minutes of the meeting 07 December 2022 as a true record of that meeting.	ASO to publish	Local Government Act 1972, Sch 12, p41 (1).
FC23/133	To note the draft minutes of the committee meetings and the decisions contained therein. Paper B – Finance and Strategy Committee 6 December 2022 Paper C – Personnel Committee 19 December 2022 Paper D – Finance and Strategy Committee 20 December 2022 Paper E - Property and Services Committee 21 December 2022 Paper F – Planning Committee 21 December 2022	The Council unanimously resolved to note the committee minutes as presented.	N/A	Local Government Act 1972, s 112
FC23/134	To receive and note the Town Clerk's report (for information only) Paper G	The Council unanimously resolved to note the Town Clerk's Report.	N/A	N/A
FC23/135	To consider the following recommendation from Finance and Strategy Committee held 5 December 2022 (FS23/076): The Committee resolved to recommend to Full Council to make amendments to current earmarked reserves.	The Council unanimously resolved to approve the recommendation of the Finance Committee 05 December 2022 to amend the current earmarked reserves.	DC/RFO to action relevant amendments.	

Initialed:

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	Paper H			
FC23/136	To appoint members to the Neighbourhood Plan Working Group	Deferred to next meeting	TC to add to next month's agenda.	
FC23/137	To appoint representatives to Rural Market Town Group.	The Council unanimously resolved to appoint Cllr Davies to the Rural Market Town Group.	TC to inform Rural Market Town Group	
FC23/138	To consider the following recommendation from Personnel Committee held 19 December 2022 (PC23/098): The Committee resolved to recommend to Full Council to adopt the Mobile phone Policy and to make a budget virement of £250 from 2000/4 Administration, Office Equipment to 2000/7 Administration, Mobiles. Paper I	The Council unanimously resolved to approve the recommendation of the Personnel Committee held 19 December 2022 and to resolved adopt the Mobile phone Policy and to make a budget virement of £250 from 2000/4 Administration, Office Equipment to 2000/7 Administration, Mobiles.	DC/RFO to make the virements. ASO to publish policy.	
FC23/139	To consider the following recommendation from Finance and Strategy Committee held 20 December 2022 (FS23/090): The Committee resolved to recommend the draft proposed budget to Full Council. Paper J	The Council resolved to approve the recommendation of the Finance and Strategy Committee held 20 December 2022 (FS23/090) and resolved to adopt the proposed draft budget as presented. Cllrs Craig, Woolley, Loates abstained from voting.	DC/RFO to publish.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021. (JPAG 2021)
FC23/140	To consider the following recommendation from Finance and Strategy Committee held 20 December 2022 (FS23/091):	The Council resolved to approve the recommendation of the Finance and Strategy Committee held 20 December 2022 (FS23/091) and resolved to adopt the Reserves Policy as presented.	ASO to publish the policy.	

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	The Committee resolved to recommend to Full Council to adopt the Reserves Policy. Paper K			
FC23/141	To consider the following recommendation from Finance and Strategy Committee held 20 December 2022 (FS23/092): The Committee resolved to recommend to Full Council to make a budget virement of £800 from 1000/3 Employee costs, Employer Pension Contribution to 2070/10 Administration, VAT.	The Council resolved to approve the recommendation of the Finance and Strategy Committee held 20 December 2022 (FS23/092) and approve a budget virement of £800 from 1000/3 Employee costs, Employer Pension Contribution to 2070/10 Administration, VAT.	DC/RFO to make the virements.	
FC23/142	To consider approving the precept demand for as informed by the budget as approved.	The Council resolved to approve the precept as informed by the budget approved under FC23/139. The budget requirement to be raised amounts to £612,885, equivalent to a £7.88 annual or 15 pence per week increase on a Band D Property. Cllrs Craig, Woolley, Loates abstained from voting.	DC/RFO to prepare the relevant paperwork for signature. TC to send precept demand.	Local Government Finance Act 1992, s.41
FC23/143	To re-adopt Standing Orders. Paper L	The Council unanimously resolved to re-adopt Standing Orders with some minor amendments as highlighted.	ASO to publish.	
FC23/144	To re-adopt Financial Regulations. Paper M	The Council unanimously resolved to re-adopt Financial Regulation with some minor amendments as highlighted.	ASO to publish.	

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FC23/145	To re-adopt the complaints policy. Paper N	The Council unanimously resolved to re-adopt the Complaints Policy with some minor amendments as highlighted.	ASO to publish.	
FC23/146	To adopt a Councillor Training policy and procedure and if adopted to confirm by resolution at a full council meeting that it has the necessary policies and procedures in place to meet the requirements of the LCAS Foundation Award. Paper O	The Council unanimously resolved to adopt the Councillor Training Policy. The Council confirmed by resolution that it has: <ol style="list-style-type: none"> 1. A Risk Management Scheme 2. A register of assets 3. Contracts for all members of staff 4. Disciplinary and grievance procedures 5. A policy for training new staff and councillors 6. A record of all training undertaken by staff and councillors in the last year 7. A clerk who has achieved 12 CPD points in the last year. 	ASO to publish policy. TC to submit LCAS Foundation Award application by 06 January deadline.	
FC23/147	To note a vacancy on the Council and that the Council is free to co-op to that vacancy. Paper P	The Council resolved not to fill the vacancy by co-option.	N/A	
FC23/148	To note the correspondence previously circulated by email – for information only. Paper Q	The Council resolved to note the correspondence previously circulated.	N/A	N/A
FC23/149	To note the date and time of the next Full Council Meeting scheduled for 01 February 2023 at 19.00.	The Council noted the date and time of the next Full Council Meeting as		Local Government Act 1972, Sch 12, p10 (2)(a)

Initialled:

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		scheduled for 01 February 2023 at 19.00.		

The meeting closed at 19.45

Signed as a true record of the Meeting: _____ Dated _____
Presiding chairman of approving meeting

Initialed: