

Gainsborough Town Council

Minutes of the Full Council meeting 05 April 2023 at 19.00

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



Councillors Present

	Tim Davies		Keith Panter	Kenneth Woolley
	David Dobbie - arrived at 7:18pm		James Plastow	
Dennis Dannatt	Paul Key			
Caz Davies		Pat O'Connor		

Councillors Absent

Matt Boles		Sally Loates		
Richard Craig		Liam Muggridge	Aaron Taylor	
	Chris Lambie	Julie Musonda	Baptiste Velan	

In attendance:

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

Also present: One member 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		N/A	Public Bodies (Admissions to Meetings) Act 1960, s 1(1). As amended by The Openness of Local Government Bodies Regulations 2014, s3

Initialled:

Agenda no	Agenda item title	Decision	Action	Power/Regulation
	<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>			
FC23/178	To note apologies for absence.	The Council noted apologies for absence from Cllrs Craig, Lambie and Loates.	N/A	Local Government Act 1972, s85 (1) & Sch 12, p40.
FC23/179	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.
FC23/180	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.
FC23/181	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act	The Committee resolved to exclude the public and press from items FC23/193.	N/A	Public Bodies (Admissions to Meetings) Act 1960 1 (2)

Initialled:

Agenda no	Agenda item title	Decision	Action	Power/Regulation
	1960 1 (2) and resolve to exclude public and press for these items.			
FC23/182	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 01 March 2023	The Council resolved to sign the minutes of the meeting 01 March 2023 as a true record of that meeting. Cllrs T Davies, Dannatt and O'Connor abstained.	ASO to publish	Local Government Act 1972, Sch 12, p41 (1).
FC23/183	To note the draft minutes of the committee meetings and the decisions contained therein. Planning Committee 28 February 2023 - <i>inquorate</i> Paper B – Property and Services Committee 1 March 2023 Paper C - Personnel Committee 08 March 2023 Paper D – Property and Services Committee 14 March 2023 Paper E – Finance and Strategy Committee 21 March 2023 Paper F - Personnel Committee 22 March 2023 Paper G – Planning Committee 28 March 2023 Paper H - Personnel Committee 29 March 2023	The Council resolved to note the draft minutes of the committees.	N/A	Local Government Act 1972, s 112
FC23/184	To receive and note the Town Clerk's report (for information only)	The Council resolved to note the Town Clerk's Report.	N/A	N/A

Initialled:

Agenda no	Agenda item title	Decision	Action	Power/Regulation
	Paper I to be tabled on the day			
FC23/185	To consider the following recommendation from Property and Services Committee held 14 March 2023 (PS23/199): The Committee resolved to recommend to Full Council to make further amendments to the Structure and Functions Appendix 1 – Allotment management and administration. Paper J	The Council resolved to make further amendments to the Structure and Functions Appendix 1 – Allotment management and administration. Cllr Woolley abstained.	DC to make amendments.	
FC23/186	To consider the following recommendation from Property and Services Committee held 14 March 2023 (PS23/205): The Committee resolved to recommend to Full Council to earmark £5,510 to undertake the works for clearance of brash and leaf storage at Richmond Park and General Cemetery.	The Council resolved to earmark £5,510 to undertake the works for clearance of brash and leaf storage at Richmond Park and General Cemetery.	DC to incorporate in ear marked reserves.	
Cllr Dobbie arrived at the meeting at 7.18pm The Deputy Clerk, Town Clerk and member of the public left the meeting at 7.18pm				
FC23/187	To consider the recommendation from Personnel Committee held 29 March 2023 (PC23/148): The Committee resolved to recommended to Full Council to: -	The Council resolved to exclude the public and press for the item. Both the Town Clerk and the Deputy Clerk were asked to leave.		

Initialled:

Agenda no	Agenda item title	Decision	Action	Power/Regulation
	<ul style="list-style-type: none"> • Offer the Deputy Clerk & RFO the role of Interim Town Clerk (whilst continuing current duties) for 6 months from 10th June 2023 with a 3-month review and 1 month notice period from either party • Following 6 months an external recruitment process to take place • Request the Admin Support Officer to increase weekly hours from 30 to 37 from 1st June 2023 until further notice. • If the above is approved to delegate to the Personnel Committee to set the SCP for the Interim Town Clerk on 12th April 2023 and formally offer the Interim Town Clerk position 	<p>The Council resolved to approve the recommendations of the personnel committee: Members thoroughly discussed all options available to the Council.</p> <p>The Committee resolved to recommended to Full Council to: -</p> <ul style="list-style-type: none"> • Offer the Deputy Clerk & RFO the role of Interim Town Clerk (whilst continuing current duties) for 6 months from 10th June 2023 with a 3-month review and 1 month notice period from either party • Following 6 months an external recruitment process to take place • Request the Admin Support Officer to increase weekly hours from 30 to 37 from 1st June 2023 until further notice. • To delegate to the Personnel Committee to set the SCP for the Interim Town Clerk on 12th April 2023 and formally offer the Interim Town Clerk position 		
The Deputy Clerk & Town Clerk returned to the meeting at 7.48pm				
FC23/188	<p>To consider a motion to rescind by Cllr Dannatt. We, the undersigned, being responsible Councillors, would propose to challenge the F&S Committee resolution of 17th January</p>	<p>The Council resolved to rescind the resolution of Finance and Strategy Committee of 17th January 2023 (FS23/102) regarding the implementation of a non-resident levy charge from 2024/25 at double the</p>	AO to inform non resident plot holders.	

Initialled:

Agenda no	Agenda item title	Decision	Action	Power/Regulation
	<p>2023 (FS23/102) concerning an increase in annual rents of 100% for out of parish tenants. We feel that increase cannot be considered fair and reasonable.</p> <p>We do however feel that the principle behind this increase is fair and to this end would propose an increase proportionate to the amount parish by parish residents towards allotments from council tax.</p> <p>Signed by Cllrs C Davies, T Davies, B Velan, A Taylor, J Musonda.</p> <p>Paper K</p>	<p>resident charge, but to implement a non-resident levy charge of 13p per square meter for 2024/25.</p>		
FC23/189	<p>To approve the nine individual statements of the AGAR: Section 1 – Annual Governance Statement 2022/23 preceded by the following assertion:</p> <p><i>“We acknowledge as the members of Gainsborough Town Council our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023.”</i></p> <p>Paper L</p>	<p>The Council resolved to complete Section 1 – Annual Governance Statement of the AGAR for 2022/23 as follows: -</p> <p>sections 1-8 with the answer YES to the statements, and N/A to the statement in section 9.</p> <p>Cllr Woolley abstained.</p>	<p>TC and Chairman to sign section 1 of the AGAR.</p>	

Initialled:

Agenda no	Agenda item title	Decision	Action	Power/Regulation
FC23/190	<p>To consider contributing to WLDC Summer event in time for press release. Paper M</p>	<p>It was proposed and seconded to contribute £2,000 to the WLDC Revive event and have a Cllr representative as needed.</p> <p>At the request of Cllr Key a recorded vote was taken as follows: - For: - Cllrs C Davies, T Davies, Dobbie, Panter and Plastow Against: - Dannatt and Key Abstained: - O'Connor and Woolley</p> <p>The Council resolved to contribute £2,000 to the WLDC Revive event and have a Cllr representative as needed.</p>	<p>TC to inform WLDC of decision.</p>	
FC23/191	<p>To note advice received from the Lincolnshire Association of Local Councils. Paper N</p>	<p>The Council resolved to note the advice received from LALC and going forward quotation reports will be as per the advice: - <i>When quotations are presented, they should only know who has quoted and then take a, b or c with the amount next to it so that they are not aware of who submitted quote a etc</i> <i>It is almost a two-stage process. It not only informs the councillors if they have an interest, but they may have knowledge of particular contractors whether it be good or bad, if they are made aware of who has submitted quotes. Then they vote on quote a, b, c</i></p>	<p>All Officers to present quotation reports as per LALC advice.</p>	

Initialled:

Agenda no	Agenda item title	Decision	Action	Power/Regulation
FC23/192	To note Member attendance at Full Council and Committee meetings. Paper O	The Council resolved to note the Member attendance at Full Council and Committee meetings from May – March. It was noted that apologies for Cllr Lambie were received and approved for all meetings.	N/A	
FC23/193	To note correspondence received from Gainsborough Trinity Foundation and consider further steps. Exclusion of Public and Press recommended due to ongoing legal considerations. Paper P	The Council resolved to note the update regarding on going correspondence and leave with the Solicitors deal with.	TC to	
FC23/194	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
FC23/195	To note the date and time of the next Full Council Meeting scheduled for 17 May 2023 at 19.00.	The Council noted the date and time of the next Full Council Meeting as scheduled for 17 May 2023 at 19.00.	N/A	Local Government Act 1972, Sch 12, p10 (2)(a)

The meeting closed at 20.44

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

Initialled: