

Gainsborough Town Council

Minutes of the Finance & Strategy Committee meeting

Tuesday 20 June 2023 at 7.00pm



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

Councillors Present

Nigel Bowler	David Dobbie	
	Richard Doy	James Plastow
	Paul Key (Chairman)	

Councillors Absent

Richard Craig - ex officio		Liam Muggridge
Tim Davies - ex officio		

In attendance:

	Rachel Allbones (DC&RFO)	Stephen Coulman (OM)
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Also present: Cllrs Devine and Hooton.

Agenda no	Agenda item title	Resolution	Action	Power
FS24/001	Apologies for absence To note apologies for absence	The Committee noted apologies for absence from Cllr Davies.	N/A	<i>Local Government Act 1972, s85 (1) & Sch 12, p40.</i>
FS24/002	Vice Chairman To appoint Vice Chairman for this committee.	The Committee resolved to appoint Cllr Bowler as Vice Chairman. Cllr Plastow abstained.	ASO to update records.	<i>Local Government Act 1972, s15 (6)</i>
FS24/003	Declarations of interest To receive any declarations of interest in accordance with the	None received.	N/A	<i>Localism Act 2011, s31.</i>

Initialed:

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	requirements of the Localism Act 2011.			
FS24/004	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	<i>Localism Act 2011, s33.</i>
FS24/005	Items for Exclusion of Public and Press 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.	None.	N/A	<i>Public Bodies (Admissions to Meetings) Act 1960 1 (2)</i>
FS24/006	Minutes of the previous meeting(s) 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 2 May 2023	The Committee resolved to sign the minutes of the meeting 2 May 2023 as a true record of that meeting. Cllrs Bowler and Doy abstained.	ASO to publish on the website.	<i>Local Government Act 1972, Sch 12, p41 (1).</i>

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FS24/007	<p>Finance Reports To receive and consider for approval the following financial reports:</p> <p>Paper B Unpaid Expenditure Transactions for 15 June 2023 Paper C Cashbook Summary (including due and unpaid transactions) for 15 June 2023 Paper D Budget Comparison Report (including due and unpaid transactions) for 15 June 2023</p>	<p>The Committee resolved to note and approve the following reports:</p> <ul style="list-style-type: none"> • Unpaid Expenditure Transactions for 15 June 2023 • Cashbook Summary (including due and unpaid transactions) for 15 June 2023 • Budget Comparison Report (including due and unpaid transactions) for 15 June 2023 	<p>DC&RFO to make bank transfer payments once signed off by signatories.</p>	<p><i>Joint Panel on Accountability and Governance Practitioners Guide 2022.</i></p>
FS24/008	<p>Bank Reconciliation To approve and resolve to sign the monthly bank reconciliations for 30 April & 31 May 2023 per paragraph 2.2 of Financial Regulations.</p> <p>Paper E - 30 April 2023 Paper F - 31 May 2023</p>	<p>The Committee resolved to approve and sign the monthly bank reconciliations for 30 April 2023 & 31 May 2023.</p>	<p>DC&RFO to file.</p>	<p><i>Joint Panel on Accountability and Governance Practitioners Guide 2022.</i></p>
FS24/009	<p>Finance Regulation Amendments To consider report from the Operations Manager seeking approval for amendments of section 4 of Financial Regulations - Budgetary Control and Authority to Spend</p> <p>Paper G</p>	<p>The Committee resolved to recommend to Full Council to amend section 4.1 of the Financial Regulations (and subsequently Structure and Functions 4.7, 4.8 & 4.9) to read as follows: -</p> <p>4.1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:</p>		

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		<p>a) the Council for all items over £10,000;</p> <p>b) a duly delegated committee of the Council for items over £3,000 £5,000;</p> <p>c) the Clerk and / or RFO, Deputy Clerk (RFO) and / or Operations Manager in consultation with Chairman of Council or Chairman of the appropriate committee, for any items below £3,000 £5,000; or</p> <p>d) the Clerk, and / or Deputy Clerk (RFO) and / or Operations Manager for items below £500 £1,500.</p> <p>Such authority is to be evidenced by a Minute or by an authorisation slip duly signed by the Clerk, and where necessary also by verbal authorisation by the appropriate Chairman.</p> <p>Contracts may not be disaggregated to avoid controls imposed by these regulations.</p> <p>Cllr Key voted against.</p>		
FS24/010	<p>Items for notification To receive any items for notification to be included on a future agenda – for information only</p>	<ul style="list-style-type: none"> • Strategic Plan • Cemetery Extension – cost implications • Investments • Additional Bank Account 	To include on future agendas.	N/A

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		<ul style="list-style-type: none"> • Communications Strategy • LCAS Quality Standard 		
FS24/011	Time and date of next meeting To note the date and time of the next Finance and Strategy committee is scheduled for Tuesday 18 July 2023 at 7:00pm.	The Committee noted the date and time of the next Finance and Strategy Committee is Tuesday 18 July 2023 at 7:00pm at Richmond House.	N/A	<i>Local Government Act 1972, Sch 12, p10 (2)(a)</i>

Meeting concluded at 8.30pm

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