

Gainsborough Town Council

Minutes of the Finance & Strategy Committee meeting

Tuesday 19 September 2023 at 7.07pm



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

Councillors Present

| | | |
|----------------------------|----------------|---------------------|
| | Michael Devine | Paul Key (Chairman) |
| Richard Craig - ex officio | David Dobbie | |
| | Richard Doy | James Plastow |

Councillors Absent

| | | |
|------------------------------|--|----------------|
| Nigel Bowler (Vice Chairman) | | Liam Muggridge |
| Tim Davies - ex officio | | |

In attendance:

| | | |
|---------------------------|--|--|
| Rachel Allbones (ITC&RFO) | | |
|---------------------------|--|--|

| Agenda no | Agenda item title | Resolution | Action | Power |
|-----------|--|---|--------|--|
| FS24/032 | Apologies for absence To note apologies for absence | The Committee noted apologies for absence from Cllrs Bowler, Davies and Muggridge. | N/A | <i>Local Government Act 1972, s85 (1) & Sch 12, p40.</i> |
| FS24/033 | Declarations of interest To receive any declarations of interest in accordance with the requirements of the Localism Act 2011. | None received. | N/A | <i>Localism Act 2011, s31.</i> |
| FS24/034 | Dispensation requests To consider any dispensation requests received by the Clerk in relation to personal and/or | None received. | N/A | <i>Localism Act 2011, s33.</i> |

Initialed:

| Agenda no | Agenda item title | Resolution | Action | Power |
|-----------|---|---|---|---|
| | disclosable pecuniary interests, not previously recorded. | | | |
| FS24/035 | <p>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.</p> | The Committee resolved to exclude press and public for agenda item FS24/043. | N/A | <i>Public Bodies (Admissions to Meetings) Act 1960 1 (2)</i> |
| FS24/036 | <p>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, Tuesday 15 August 2023</p> | <p>The Committee resolved to sign the minutes of the meeting Tuesday 15 August 2023 as a true record of that meeting.</p> <p>Cllr Plastow abstained from voting.</p> | ASO to publish on the website. | <i>Local Government Act 1972, Sch 12, p41 (1).</i> |
| FS24/037 | <p>Finance Reports To receive and consider for approval the following financial reports: Paper B Unpaid Expenditure Transactions for 13 September 2023 Paper C Cashbook Summary (including due and unpaid</p> | <p>The Committee resolved to note and approve the following reports:</p> <ul style="list-style-type: none"> • Unpaid Expenditure Transactions for 13 September 2023 • Cashbook Summary (including due and unpaid transactions) for 13 September 2023 | ITC&RFO to make bank transfer payments once signed off by signatories. | <i>Joint Panel on Accountability and Governance Practitioners Guide 2022.</i> |

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|-----------|---|--|---|---|
| | transactions) for 13 September 2023 Paper D Budget Comparison Report (including due and unpaid transactions) for 13 September 2023 | <ul style="list-style-type: none"> Budget Comparison Report (including due and unpaid transactions) for 13 September 2023 | | |
| FS24/038 | Bank Reconciliation To approve and resolve to sign the monthly bank reconciliations for 31 August 2023 per paragraph 2.2 of Financial Regulations. Paper E | The Committee resolved to approve and sign the monthly bank reconciliations for 31 August 2023. | ITC&RFO to file. | <i>Joint Panel on Accountability and Governance Practitioners Guide 2022.</i> |
| FS24/039 | Roses Sports Ground To consider response from NorthCountry Homes regarding an easement across the Roses Sport Field site. Paper F | The Committee resolved to contact NorthCountry Homes advising that they do not support any easement across the Roses Sport Field as the integrity of the ground needs to be maintained. | ITC&RFO to contact NorthCountry Homes. | |
| FS24/040 | Internal Auditor 2023/24 To consider arrangements for 2023/24 internal audit. Paper G | The Committee resolved to appoint LALC to carry out the Internal Audit for 2023/24. | ITC&RFO to contact LALC. | |
| FS24/041 | Community Engagement Strategy To consider adopting a Community Engagement Strategy. Paper H | The Committee resolved to recommend to Full Council to adopt a Communications Strategy. | ITC&RFO to include on Full Council agenda. | |
| FS24/042 | Reserves Policy Review To review and adopt the Reserves | The Committee resolved to review and adopt the Reserves Policy. | ASO to publish. | |

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| | Policy. Paper I | | | |
| FS24/043 | Roses AWP Sinking Fund To note correspondence received from Gainsborough Trinity Foundation and consider further steps. Exclusion of Public and Press recommended due to ongoing legal considerations. Paper J | The Committee resolved to instruct the solicitors to write to Gainsborough Trinity Foundation requesting payment of outstanding invoices. The above resolution was by recorded vote as follows: - For: Cllrs Craig, Devine, Doy, Key Against: Cllr Plastow Abstain: Dobbie | ITC&RFO to contact the solicitors. | |
| FS24/044 | Trinity Street Electric Meters (former Christmas light supply) To receive a verbal report from the Interim Town Clerk regarding the status of the removal of the meters. | The Committee resolved to instruct the solicitors to write to Unicom to stop all charges and recoup compensation. | ITC&RFO to contact the solicitors. | |
| FS24/045 | Items for notification To receive any items for notification to be included on a future agenda – for information only | <ul style="list-style-type: none"> • Revised Budget 2023/24 • Strategic Plan • Investments & Investment Strategy review • Additional Bank Account • LCAS Quality Standard | ITC to include on future agendas. | N/A |
| FS24/046 | Time and date of next meeting To note the date and time of the next Finance and Strategy committee is scheduled for Tuesday 17 October 2023 at 7:00pm. | The Committee noted the date and time of the next Finance and Strategy Committee is Tuesday 17 October 2023 at 7:00pm at Richmond House. | N/A | <i>Local Government Act 1972, Sch 12, p10 (2)(a)</i> |

Meeting concluded at 8.35pm

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

Initialed: