

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

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FINANCE AND STRATEGY COMMITTEE MINUTES

Minutes of the Finance and Strategy Committee meeting held on **Tuesday 20 February 2024** at **7:00pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Paul Key (Chairman)

Councillor Nigel Bowler
Councillor Michael Devine
Councillor Richard Doy

Councillor Richard Craig
Councillor David Dobbie
Councillor James Plastow

In Attendance:

Rachel Allbones

Interim Town Clerk (ITC)

FS24/092 Apologies for Absence

Apologies for absence were received from Councillor L Muggridge.

FS24/093 Public Participation Period

No public in attendance.

FS24/094 Declarations of Interest

No declarations of interest were made.

FS24/095 Dispensation Requests

No dispensation requests were received.

FS24/096 Items for Exclusion of Public and Press

No items for exclusion of public and press.

FS24/097 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Tuesday 23 January 2024 be approved as a as a true and accurate record and signed by the Chairman.

Note: Councillors Doy & Key abstained from voting.

FS24/098 Finance Reports (Papers B, C & D)

RESOLVED: to **NOTE** and approve the following reports:

- i. Unpaid Expenditure Transactions for 15 February 2024

Initialled:

Finance and Strategy Committee minutes 2023-24

- ii. Cashbook Summary (including due and unpaid transactions) for 15 February 2024
- iii. Budget Comparison Report (including due and unpaid transactions) for 15 February 2024

FS24/099 Bank Reconciliation (Paper E)

RESOLVED: to approve and sign the monthly bank reconciliations for 31 January 2024.

FS24/100 Internal Audit Report (Paper F)

RESOLVED: to review and note interim internal audit report and thank Officers for continued effort, and request that the below be looked at and amended in the report: -

70 – we had 6 co-options in June following the elections.

90 – opt out evidenced – we have some employees who have opted out of the pension and we do have paperwork to evidence this.

FS24/101 Fees and Charges (Paper G)

RESOLVED: to

- 1) Approve the 2024/25 Sports Grounds charges as set in Appendix A.
- 2) Approve the 2024/25 Cemetery charges as set in Appendix B.
- 3) Approve the 2025/26 Allotment charges at £0.126 per square metre and £0.1365 per square metre for Non-residents.

Note: Councillors Dobbie and Plastow abstained from voting.

- 4) Approve the 2024/25 water charges for Spital Hill at £10 per standard plot and Foxby Hill at £3 per standard plot.

Note: Councillors Dobbie, Key and Plastow abstained from voting.

- 5) Approve the 2025/26 Garage space charge at £55.13.
- 6) Approve the fee for Planet Circus at £250 per trading day.
- 7) Approve the fee for fairs at £250 per trading day.
- 8) Approve the fee for the Motor caravanners for 2024/25 at £500 (Fri – Sun).

Note: Councillor Bowler abstained from voting.

FS24/102 Items for Notification

RESOLVED: to **NOTE** the items for notification to be included on a future agendas:

- Risk Management Policy and Risk Register Review – March
- Protocol for the Death of a Senior Figure Review
- Filming and Recording Meetings Policy Review
- Public Participation at Meetings Policy Review
- Anti-Fraud and Corruption Policy Review
- Communications Policy Review
- GDPR Policy Review
- Councillor Vacancy (Co-option) Policy Review
- Employee / Councillor Protocol Review
- Social Media Policy Review
- Publication Scheme & FOI Review
- Pensions Discretionary Policy Review
- Member Training and Development Policy Review
- Strategic Plan

- Investments
- Registrar Lease renewal
- Additional Bank Account
- LCAS Quality Status

FS24/103 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 19 March 2024 at 7:00pm at Richmond House, Morton Terrace.

The meeting closed at 8:55pm

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