

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 19 March 2024** at **7:00pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Nigel Bowler (Chairman)

Councillor Michael Devine
Councillor Richard Doy

Councillor David Dobbie
Councillor James Plastow

In Attendance:

Rachel Allbones

Interim Town Clerk (ITC)

FS24/104 Apologies for Absence

Apologies for absence were received from Councillors R Craig, P Key, L Muggridge.

FS24/105 Public Participation Period

No public in attendance.

FS24/106 Declarations of Interest

No declarations of interest were made.

FS24/107 Dispensation Requests

No dispensation requests were received.

FS24/108 Items for Exclusion of Public and Press

RESOLVED: to exclude the public and press from item FS24/113 and PC24/109 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

FS24/109 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Tuesday 20 February 2024 be approved as a as a true and accurate record and signed by the Chairman.

FS24/110 Finance Reports (Papers B, C & D)

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

- i. Unpaid Expenditure Transactions for 14 March 2024

Initialled:

Finance and Strategy Committee minutes 2023-24

- ii. Cashbook Summary (including due and unpaid transactions) for 14 March 2024
- iii. Budget Comparison Report (including due and unpaid transactions) for 14 March 2024

FS24/111 Bank Reconciliation (Paper E)

RESOLVED: to approve and sign the monthly bank reconciliations for 29 February 2024.

FS24/112 Earmarked Reserves (Paper F)

RESOLVED: to approved proposed ear marked reserves for YE 31st March 2024 with knowledge some may change if invoices are received prior to year end.

FS24/113 Outstanding Debtors (Paper G)

RESOLVED: to the old debtors described in section 3 of the report and to contact WLDC to set up an urgent meeting with GTF regarding the All Weather Pitch.

FS24/114 Risk Register and Risk Management Policy (Paper H)

RESOLVED: to adopt the reviewed risk register and Risk Management Policy with the following points to be reviewed in 3 months: -

- If training courses are full ask for reserves in case Cllrs are unable to attend.
- R03,1,b – Invite district and county members to report to Full Council on a 3/6 monthly basis.
- Ask WLDC if they will share their Governance and Audit risk management training documents.

FS24/115 Items for Notification

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

- Asset Register Review – April
- Protocol for the Death of a Senior Figure Review – April
- Debtor Review - July
- 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

FS24/116 Time and Date of Next Meeting

RESOLVED: to **amend** the date and time of the next Finance and Strategy Committee meeting to Tuesday 30 April 2024 at 7:00pm at Richmond House, Morton Terrace.

The meeting closed at 8:30pm

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