

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



DRAFT FINANCE AND STRATEGY COMMITTEE MINUTES

Minutes of the Finance and Strategy Committee meeting held on **Tuesday 25 June 2024** at **6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Nigel Bowler (Chair)
Councillor Michael Devine
Councillor Paul Key
Councillor David Dobbie
Councillor James Plastow

In Attendance:
Rachel Allbones
Town Clerk & Responsible Finance Officer (TC)

Also Present: Councillor Dennis Dannatt

FS25/014 Apologies for Absence

Apologies for absence were received from Councillor K Woolley.

FS25/015 Public Participation Period

No public in attendance.

FS25/016 Declarations of Interest

No declarations of interest were made.

FS25/017 Dispensation Requests

No dispensation requests were received.

FS25/018 Items for Exclusion of Public and Press

No items for exclusion of press and public.

FS25/019 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Tuesday 28 May 2024 be approved as a as a true and accurate record and signed by the Chair.

Note: Councillor Dobbie abstained from voting on the above resolution.

FS25/020 Finance Reports (Papers B, C & D)

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

Initialled:

Finance and Strategy Committee minutes 2024-25

- i. Unpaid Expenditure Transactions for 20 June 2024
- ii. Cashbook Summary (including due and unpaid transactions) for 20 June 2024
- iii. Budget Comparison Report (including due and unpaid transactions) for 20 June 2024

FS25/021 Bank Reconciliation (Paper E)

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

FS25/022 Operation Bridges - Activation Policy (Paper F)

RESOLVED: to approve Appendix 4 of the Operation Bridges – Activation Policy.

FS25/023 Risk Register

Members reviewed the following points of the Risk Register as per FS24/114, as follows: -

- i. If training courses are full ask for reserves in case Cllrs are unable to attend. Training courses have not been full when members have opted to attend.
- ii. R03,1,b – Invite district and county members to report to Full Council on a 3/6 monthly basis.
Invite district and county members to report (verbally or written) to Full Council on a 6 monthly basis.
- iii. Ask WLDC if they will share their Governance and Audit risk management training documents.
Town Clerk to contact Councillor Bunney / and the Director of Corporate Services at WLDC requesting the if they will share their Governance and Audit risk management training documents.

FS25/024 Civic Regalia (Paper G)

RESOLVED: to approve the quotation from Vaughton for the repairs and cleaning of the Mayor and Consort chains.

FS25/025 Items for Notification

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

- i. Debtor Review – July
- ii. Investments – July
- iii. Registrar Lease renewal
- iv. Filming and Recording Meetings Policy Review
- v. Public Participation at Meetings Policy Review
- vi. Anti-Fraud and Corruption Policy Review
- vii. Communications Policy Review
- viii. GDPR Policy Review
- ix. Councillor Vacancy (Co-option) Policy Review
- x. Employee / Councillor Protocol Review
- xi. Social Media Policy Review
- xii. Publication Scheme & FOI Review
- xiii. Pensions Discretionary Policy Review
- xiv. Member Training and Development Policy Review
- xv. Strategic Plan
- xvi. Additional Bank Account

xvii. LCAS Quality Status

FS25/026 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 23 July 2024 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 7:54pm

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

DRAFT