

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 24 September 2024** at **6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Michael Devine (Chair)

Councillor Nicholas Coxon
Councillor Paul Key

Councillor David Dobbie
Councillor James Plastow

In Attendance:

Rachel Allbones

Town Clerk & Responsible Finance Officer (TC)

FS25/053 Apologies for Absence

Apologies for absence were received from Councillors N Bowler, L Muggridge, K Woolley.

FS25/054 Public Participation Period

No public in attendance.

FS25/055 Declarations of Interest

No declarations of interest were made.

FS25/056 Dispensation Requests

No dispensation requests were received.

FS25/057 Items for Exclusion of Public and Press

No items for the exclusion of public and press.

FS25/058 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Tuesday 27 August 2024 be approved as a true and accurate record and signed by the Chair.

FS25/059 Finance Reports (Papers B, C & D)

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

- i. Unpaid Expenditure Transactions for 19 September 2024
- ii. Cashbook Summary (including due and unpaid transactions) for 19 September 2024

Initialled:

Finance and Strategy Committee minutes 2024-25

- iii. Budget Comparison Report (including due and unpaid transactions) for 19 September 2024

FS25/060 Bank Reconciliation (Paper E)

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

FS25/061 Revised Budget 2024 / 2025 (Paper F)

RESOLVED: to approve the draft revised budget for 2024 / 2025.

FS25/062 Items for Notification

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

- i. Investments – October
- ii. 2025 / 2026 Budget - October
- iii. Rolling Project Plan - October
- iv. Strategic Plan
- v. Registrar Lease renewal
- vi. Filming and Recording Meetings Policy Review
- vii. Public Participation at Meetings Policy Review
- viii. Communications Policy Review
- ix. GDPR Policy Review
- x. Councillor Vacancy (Co-option) Policy Review
- xi. Employee / Councillor Protocol Review
- xii. Social Media Policy Review
- xiii. Publication Scheme & FOI Review
- xiv. Pensions Discretionary Policy Review
- xv. Member Training and Development Policy Review
- xvi. LCAS Quality Status submission – July 2025

FS25/063 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 22 October 2024 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 7:37pm.

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