

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 28 January 2025** at **6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Nigel Bowler (Chair)

Councillor Nicholas Coxon
Councillor David Dobbie
Councillor Paul Key

Councillor Michael Devine
Councillor Paul Hooton
Councillor James Plastow

In Attendance:

Rachel Allbones

Town Clerk & Responsible Finance Officer (TC)

FS25/104 Apologies for Absence

No apologies were received.

FS25/105 Public Participation Period

No public in attendance.

FS25/106 Declarations of Interest

No declarations of interest received.

FS25/107 Dispensation Requests

No dispensation requests were received.

FS25/108 Items for Exclusion of Public and Press

No items for the exclusion of public and press.

FS25/109 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Wednesday 18 December 2024 be approved as a true and accurate record and signed by the Chair.

FS25/110 Finance Reports (Papers B, C & D)

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

- i. Unpaid Expenditure Transactions for 23 January 2025.
- ii. Cashbook Summary (including due and unpaid transactions) for 23 January 2025.

Initialled:

Finance and Strategy Committee minutes 2024-25

- iii. Budget Comparison Report (including due and unpaid transactions) for 23 January 2025.

FS25/111 Bank Reconciliation (Paper E)

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

FS25/112 Budget Revision 2024 / 2025 (Paper F)

RESOLVED: to approve the second draft revised budget for 2024/25.

FS25/113 Commercial Credit Card (Paper G)

RESOLVED: to approve the provision of a £500 Commercial Card to the Operations Manager and amend 6.20 of the Finance Regulations accordingly.

FS25/114 Fees and Charges (Paper H)

RESOLVED: to

- 1) Approve the 2025/26 Sports Grounds charges as set in Appendix A.
- 2) Approve the 2025/26 Cemetery charges as set in Appendix B.
- 3) Approve the 2026/27 Allotment charges at £0.1323 per square metre and £0.1433 per square metre for Non-residents.
- 4) Approve the 2025/26 water charges for Spital Hill at £10 per standard plot and Foxby Hill at £3 per standard plot.
- 5) Approve the 2025/26 Garage space charge at £57.89.
- 6) Approve the fee for fairs/circuses at £250 per trading day.
- 7) Approve the fee for the Motor caravanners for 2025/26 at £500 (Fri – Sun).
- 8) Approve the fee Charity / community groups for Marshalls whole site at £150 per event day.

FS25/115 Items for Notification

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

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

FS25/116 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 25 February 2025 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 7:32pm.

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