

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

**Councillors Present:** Councillor Nigel Bowler (Chair)

Councillor Sheila Bibb

Councillor Nicholas Coxon

Councillor David Dobbie

Councillor Douglas Owles (sub)

Councillor Stephen Blogg

Councillor Michael Devine

Councillor Paul Key

Councillor James Plastow

**In Attendance:**

Rachel Allbones

Town Clerk & Responsible Finance Officer (TC)

### **FS26/001 Apologies for Absence**

Apologies for absence were received from Councillor Hooton.

### **FS26/002 Vice Chair**

**RESOLVED:** to appoint Councillor Devine as Vice Chair for the Finance and Strategy Committee.

### **FS26/003 Declarations of Interest**

No declarations of interest were received.

### **FS26/004 Dispensation Requests**

No dispensation requests were received.

### **FS26/005 Items for Exclusion of Public and Press**

No items for the exclusion of public and press.

### **FS26/006 Minutes of the Previous Meeting (Paper A)**

**RESOLVED:** that the minutes of the Finance and Strategy Committee meeting held on Tuesday 22 April 2025 be approved as a true and accurate record and signed by the Chair.

Note: Councillors Bibb, Blogg, Dobbie and Owles abstained from voting on the above resolution.

### **FS26/007 Finance Reports (Papers B, C & D)**

Initialled:

Finance and Strategy Committee minutes 2025-26

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

- i. Unpaid Expenditure Transactions for 14 May 2025.
- ii. Cashbook Summary (including due and unpaid transactions) for 14 May 2025.
- iii. Budget Comparison Report (including due and unpaid transactions) for 14 May 2025.

Note: Councillors Dobbie and Owles abstained from voting on i. of the above resolution.

Note: Councillor Dobbie left the meeting at 6:49pm.

**FS26/008 Bank Reconciliation (Paper E)**

**RESOLVED:** to approve and sign the monthly bank reconciliations for 30 April 2025.

**FS26/009 Asset Register Review (Paper F)**

**RESOLVED:** to review the Council's assets register and approve items for disposal.

**RESOLVED:** to contact WLDC to see if they know the whereabouts of the Aegir signage.

**FS26/010 Year End Accounts 2024/25 (Papers G - K)**

**RESOLVED:** to **RECOMMEND TO FULL COUNCIL** to approve the following reports for the 2024/25 financial year: -

- i. Consolidated Balance Sheet
- ii. Income and Expenditure Account Report
- iii. Income and Expenditure Account Analysis Report
- iv. Income and Expenditure by Budget Headings Report
- v. Trial Balance

**FS26/011 AGAR – Section 2 Accounting Statements (Paper L)**

**RESOLVED:** to **RECOMMEND TO FULL COUNCIL** to approve the Section 2 Accounting Statements of the AGAR for the 2024/25 financial year.

Note: Councillor Plastow left the meeting at 7:28pm.

Note: Councillor Dobbie returned to the meeting at 7:29pm.

**FS26/012 Debt Recovery Policy (Paper M)**

**RESOLVED:** to adopt the reviewed Debt Recovery Policy.

**FS26/013 Reserves Policy (Paper N)**

**RESOLVED:** to adopt the reviewed Reserves Policy.

**FS26/014 Councillor Vacancy (Co-option) Policy (Paper O)**

**RESOLVED:** to amend 2.5 to read 'In the event of an election being called, the Town Clerk will inform West Lindsey District Council that polling cards are required, unless it coincides with an election taking place on that day.'

Note: Councillor Key voted against the above resolution.

**RESOLVED:** to adopt the reviewed Councillor Vacancy (Co-option) Policy.

Note: Councillors Blogg, Dobbie and Key abstained from voting on the above resolution.

**FS26/015 Filming and Recording Meetings Policy (Paper P)**

**RESOLVED:** to adopt the reviewed Filming and Recording of Meetings Policy.

Note: Councillors Blogg, Dobbie, Key and ?? voted against the above resolution.

**FS26/016 Public Participation at Meetings Policy (Paper Q)**

**RESOLVED:** to adopt the reviewed Public Participation at Meetings Policy.

**FS26/017 Councillor - Employee Protocol (Paper R)**

**RESOLVED:** to adopt the Model Councillor - Employee Protocol.

**FS26/018 ID Card & Name Badge Policy (Paper S)**

**RESOLVED:** under Standing Order 3.26 to extend the meeting past 2 hours.

**RESOLVED:** to adopt the reviewed ID Card & Name Badge Policy.

**FS26/019 Roses All Weather Pitch & Sinking Fund**

Members NOTED the verbal update from the Town Clerk and Leader.

**FS26/020 Items for Notification**

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

- i. Councillor Internal Controls
- ii. Investment
- iii. Emergency Plan – June
- iv. LCAS Silver Status submission – July 2025
- v. Strategic Plan
- vi. Registrar Lease renewal
- vii. Complaints Procedure Review
- viii. Communications Policy Review
- ix. GDPR Policy Review
- x. Social Media Policy Review
- xi. Publication Scheme & FOI Review
- xii. Pensions Discretionary Policy Review
- xiii. Member Training and Development Policy Review
- xiv. Use of work vehicles by Cllrs & Staff for personal domestic use Review

**FS26/021 Time and Date of Next Meeting**

Initialled:

Finance and Strategy Committee minutes 2025-26

**RESOLVED:** to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 24 June 2025 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 8:41pm.

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