Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace
Gainsborough, Lincolnshire, DN21 2RJ
Tel: 01427 811573
Website: gainsborough-tc.gov.uk

FINANCE AND STRATEGY COMMITTEE MINUTES

Minutes of the Finance and Strategy Committee meeting held on **Tuesday 24 June 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 Stephen Blogg
Councillor Nicholas Coxon	Councillor Michael Devine
Councillor David Dobbie	Councillor Paul Hooton
Councillor Paul Key	Councillor Richard Thompson (sub)

In Attendance:

Rachel Allbones	Town Clerk & Responsible Finance Officer
Sean Alcock	Operations Manager

FS26/022 Apologies for Absence

Apologies for absence were received from Councillor Plastow.

FS26/023 Declarations of Interest

No declarations of interest were received.

FS26/024 Dispensation Requests

No dispensation requests were received.

FS26/025 Items for Exclusion of Public and Press

RESOLVED: to exclude the public and press from items FS26/032 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

FS26/026 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Wednesday 28 May 2025 be approved as a as a true and accurate record and signed by the Chair.

Note: Councillors Dobbie and Hooton abstained from voting on the above resolution.

FS26/027 Finance Reports (Papers B, C & D)

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

i. Unpaid Expenditure Transactions for 19 June 2025.
ii. Cashbook Summary (including due and unpaid transactions) for 19 June 2025.
iii. Budget Comparison Report (including due and unpaid transactions) for 19 June 2025.

FS26/028 Bank Reconciliation (Paper E)

RESOLVED: to approve and sign the monthly bank reconciliations for 31 May 2025.

FS26/029 Investments (Paper F)

RESOLVED: to RECOMMEND to FULL COUNCIL to

i. Amend 9.5 of the Investment Strategy to read “Investment Account will be with CCLA up to £500,000. Earmarked Reserves and any remaining General Reserve not allocated to the current / deposit accounts.”
ii. Deposit a further £300,000 in the Council’s CCLA Public Sector Deposit Fund.

Note: Councillor Dobbie voted against the above resolution.

FS26/030 Councillor Internal Controls

RESOLVED: to review the internal check sheet and set a schedule at next month’s meeting.

FS26/031 Finance Regulations (Paper G)

RESOLVED: to RECOMMEND to FULL COUNCIL to amend 6.8 of Financial Regulations to read “For contracts estimated to exceed £60,000 including VAT, the Town Clerk shall advertise an open invitation for tenders in compliance with any relevant provisions of the Legislation. Tenders shall be invited in accordance with Appendix 1.

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

FS26/032 Vehicles (Paper H)

RESOLVED: to RECOMMEND to FULL COUNCIL to allocate a budget of £7,000 (excluding VAT) from General Reserves to purchase a small van. Councillor Hooton to work with the Operations Manager and Town Clerk to purchase a vehicle.

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

FS26/033 Community Emergency Plan (Paper I)

RESOLVED: to RECOMMEND to FULL COUNCIL to appoint a Community Emergency Plan Working Group and determine their terms of reference. Recommendation for member appointments are Councillors Bibb, Hooton and Thompson, but happy to take further recommendations at the meeting.

FS26/034 Community Grant Applications (Paper J)

Members considered grant application received.

i. Stepping Stones Theatre - £800

RESOLVED: to fund the Stepping Stones Theatre a Community Grant of £800 subject to them being compliant with DBS checks.

Note: Councillor Key voted against the above resolution.

FS26/035 Items for Notification

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

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

FS26/036 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 29 July 2025 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 8:03pm.

Signed as a true record of the Meeting: _________________________ Dated______________

Presiding chairman of approving meeting