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

Councillors Present: Councillor Nigel Bowler (Chair)

Councillor Stephen Blogg	Councillor Nicholas Coxon
Councillor Michael Devine	Councillor David Dobbie
Councillor Paul Key	Councillor James Plastow
Councillor Doug Owles (sub	Councillor Richard Thompson (sub)

In Attendance:
Rachel Allbones — Town Clerk & Responsible Finance Officer

FS26/037 Apologies for Absence
Apologies for absence were received from Councillors S Bibb and P Hooton.

FS26/038 Declarations of Interest
Councillor Plastow declared a personal interest in agenda item FS26/048 as his son attends the drama group.

FS26/039 Dispensation Requests
No dispensation requests were received.

FS26/040 Items for Exclusion of Public and Press
RESOLVED: to exclude the public and press from items FS26/048 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

FS26/041 Minutes of the Previous Meeting (Paper A)
RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Tuesday 24 June 2025 be approved as a as a true and accurate record and signed by the Chair.

Note: Councillors Owles and Plastow abstained from voting on the above resolution.

FS26/042 Finance Reports (Papers B, C & D)

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

i. Unpaid Expenditure Transactions for 24 July 2025.
ii. Cashbook Summary (including due and unpaid transactions) for 24 July 2025.
iii. Budget Comparison Report (including due and unpaid transactions) for 24 July 2025.

FS26/043 Bank Reconciliation (Paper E)

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

FS26/044 Councillor Internal Controls (Paper F)

RESOLVED: to

1) approve the Internal Check Sheet
2) appoint Councillor Owles to carry out internal check in September, Councillor Thompson in December and Councillor Bowler in March.

FS26/045 Member Training and Development Policy (Paper G)

RESOLVED: to review and adopt the Training and Development Policy.

FS26/046 IT Policy (Paper H)

RESOLVED: to **RECOMMEND TO FULL COUNCIL** to adopt the IT Policy.

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

RESOLVED: to explore IT provision for Members with IT provider, including improved wifi.

FS26/047 CCLA News (Paper I)

RESOLVED: to **RECOMMEND TO FULL COUNCIL** following resolution FC26/062ii *Deposit a further £300,000 in the Council's CCLA Public Sector Deposit Fund* to put the resolution in abeyance and revisit in October 2025 once further information of the change to the corporate ownership of CCLA has been received.

FS26/048 Booking Fee Waiver (Paper J)

RESOLVED: not to waiver the fee for a room hire booking and to charge full price of £16.54 per hour and advise in the future to include within a community grant application.

Note: Councillors Coxon and Plastow abstained from voting on the above resolution.

FS26/049 Items for Notification

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

i. LCAS Silver Status submission – August
ii. Scheme of Members Allowances – August
iii. Member IT Provision - September

- iv. CCLA - October
- 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. Use of work vehicles by Cllrs & Staff for personal domestic use Review

FS26/050 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 26 August 2025 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 7:52pm.

Signed as a true record of the Meeting: ________________________ Dated_____________
Presiding chairman of approving meeting