Gainsborough Town Council
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FINANCE AND STRATEGY COMMITTEE MINUTES

Minutes of the Finance and Strategy Committee meeting held on **Tuesday 16 December 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 – arrived at 6:43pm
Councillor Nicholas Coxon
Councillor Michael Devine
Councillor David Dobbie – arrived at 6:43pm
Councillor Paul Key
Councillor James Plastow
Councillor Richard Thompson (sub)

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

FS26/107 Apologies for Absence

Apologies were received from Councillors S Bibb, P Hooton, D Owles.

FS26/108 Declarations of Interest

Councillor Key declared a personal interest in agenda item FS26/125 as he lives in the row of house that would be affected.

FS26/109 Dispensation Requests

No dispensation requests were received.

FS26/110 Items for Exclusion of Public and Press

RESOLVED: To exclude the public and press from items FS26/123, FS26/124, FS26/125 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

FS26/111 Minutes of the Previous Meeting (Paper A)

RESOLVED: That the minutes of the Finance and Strategy Committee meeting held on Tuesday 25 November 2025 be approved as a as a true and accurate record and signed by the Chair.

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

FS26/12 Finance Reports (Papers B, C & D)

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

i. Unpaid Expenditure Transactions for 11 December 2025.
ii. Cashbook Summary (including due and unpaid transactions) for 11 December 2025.
iii. Budget Comparison Report (including due and unpaid transactions) for 11 December 2025.

FS26/113 Bank Reconciliation (Paper E)

Note: Councillors Blogg and Dobbie arrived at the meeting at 6:43pm.

RESOLVED: That the monthly bank reconciliations for 30 November 2025 be approved and signed, with the following closing balances:

- HSBC Current/Deposit Account: £144,841.69
- CCLA: £500,000.00

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

FS26/114 Draft 2026 / 2027 Budget (Paper F)

Members thoroughly reviewed the draft budget and the revised Tax Base.

RESOLVED: To **RECOMMEND TO FULL COUNCIL** the draft proposed budget for 2026/27 with a precept of £748,220 which equates to a 3.69% increase.

Note: Councillor Dobbie voted against the above resolution.

FS26/115 Data Breach Policy Review (Paper G)

RESOLVED: To adopt the reviewed Data Breach Policy.

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

FS26/116 Data Protection Policy Review (Paper H)

RESOLVED: To adopt the reviewed Data Protection Policy.

FS26/117 General Privacy Notice Review (Paper I)

RESOLVED: To adopt the reviewed General Privacy Notice.

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

FS26/118 Privacy Notice for Staff, Councillors and Role Holders Review (Paper J)

RESOLVED: To adopt the reviewed Privacy Notice for Staff, Councillors and Role Holders.

FS26/119 Subject Access Request Procedure Review (Paper K)

RESOLVED: To adopt the reviewed Subject Access Request Procedure.

FS26/120 Freedom of Information Policy (Paper L)
RESOLVED: To adopt the Freedom of Information Policy.

FS26/121 Accessibility Statement for the Website Review (Paper M)
RESOLVED: To defer until the next meeting once the website host has been contacted.

FS26/122 Community Grant Applications (Paper N)
Members considered grant applications received.

i. Marshalls and Rose Brothers Memorial Charity

RESOLVED: That a Community Grant of £1,000 be awarded to the Marshalls and Rose Brothers Memorial Charity. As the application forms part of a larger project, the funding will be reviewed after 24 months should the grant not have been spent within that period.

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

FS26/123 Cemetery Fee Waiver (Paper P)
RESOLVED: That full payment of the non-resident exclusive right of burial fee of £1,115.84, in accordance with the Council's adopted fees and charges, is required in order to purchase the grave, in addition to the memorial installation fee.

FS26/124 Richmond House Conservatory Removal (Paper Q)
RESOLVED: To RECOMMEND TO FULL COUNCIL to approve the tender submitted by T.G. Sowerby Developments Ltd at the maximum cost of £34,750, having achieved the highest overall score and represents the best balance of quality, compliance and value for money.

FS26/125 Love Lane Allotment Garages (Paper R)

Note: Councillor Key left the meeting at 8:03pm.

Members considered issues relating to the garages and electrical supply.

It was proposed and seconded that Council issues notice to all tenants requiring disconnection and removal of electrical connections at the Council's expense.

At the request of Councillor Dobbie a recorded vote was taken as follows: -
For: Councillors Blogg, Bowler, Coxon, Dobbie, Plastow
Abstained: Councillors Devine, Thompson

RESOLVED: That Council issues notice to all tenants requiring disconnection and removal of electrical connections at the Council's expense.

It was proposed and seconded that Council allows garages to remain temporarily but adopts a long-term policy to phase them out upon surrender, reverting to parking spaces only.

At the request of Councillor Dobbie a recorded vote was taken as follows: -
For: Councillors Blogg, Bowler, Coxon, Devine, Dobbie, Plastow, Thompson

RESOLVED: That Council allows garages to remain temporarily but adopts a long-term policy to phase them out upon surrender, reverting to parking spaces only.

RESOLVED: That Council

- Requires existing licensees to remove garage structures upon surrender of their licence.
- Updates the Council's licence terms to confirm that hard standings are for parking only, with no right to erect new structures or connect utilities.

FS26/126 Items for Notification

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

i. Accessibility Statement for the Website Review
ii. Marshalls Bowls Lease
iii. Operation Bridges Review
iv. Unity Trust Bank
v. Strategic Plan
vi. LCAS Silver Status submission
vii. Registrar Lease renewal
viii. Civic Protocol
ix. Communications Policy Review
x. Social Media Policy Review
xi. Pensions Discretionary Policy Review
xii. Use of work vehicles by Cllrs & Staff for personal domestic use Review

FS26/127 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 27 January 2026 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 8:19pm.

Signed as a true record of the Meeting: ________________________ Dated______________
Presiding chair of approving meeting