

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 26 May 2026** 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 Richard Craig
Councillor David Dobbie
Councillor Glenn Puxty

Councillor Nicholas Coxon
Councillor Michael Devine
Councillor Paul Key

In Attendance:

Rachel Allbones

Town Clerk & Responsible Finance Officer

FS27/001 Apologies for Absence

Apologies were received from Councillor P Hooton.

FS27/002 Vice Chair

RESOLVED: To elect Councillor Devine as Vice Chair for Finance and Strategy Committee.

FS27/003 Declarations of Interest

No declarations of interest were made.

FS27/004 Dispensation Requests

No dispensation requests were received.

FS27/005 Items for Exclusion of Public and Press

No items for the exclusion of public and press.

FS27/006 Minutes of the Previous Meeting (Paper A)

RESOLVED: That the minutes of the Finance and Strategy Committee meeting held on Tuesday 28 April 2026 be approved as a true and accurate record and signed by the Chair.

Note: Councillors Bowler, Craig, Key and Puxty abstained from voting on the above resolution.

FS27/007 Finance Reports (Papers B - D)

Initialled:

Finance and Strategy Committee minutes 2026-27

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

- i. Unpaid Expenditure Transactions for 20 May 2026.
- ii. Cashbook Summary (including due and unpaid transactions) for 20 May 2026
- iii. Budget Comparison Report (including due and unpaid transactions) for 20 May 2026

FS27/008 Bank Reconciliation (Paper E)

RESOLVED: That the monthly bank reconciliations for 30 April 2026 be approved and signed, with the following closing balances:

- HSBC Current/Deposit Account: £580,721.67
- CCLA: £500,000.00

FS27/009 Year End Accounts 2025/26 (Papers F – J)

RESOLVED: To **RECOMMEND TO FULL COUNCIL** to approve the following reports for the 2025/26 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

FS27/010 AGAR – Section 2 Accounting Statements (Paper K)

RESOLVED: To **RECOMMEND TO FULL COUNCIL** to approve the Section 2 Accounting Statements of the AGAR for the 2025/26 financial year.

FS27/011 Reserves Policy (Paper L)

RESOLVED: To adopt the reviewed Reserves Policy.

FS27/012 Councillor Business Cards (Paper M)

RESOLVED: To purchase 500 generic business cards from Instant Print at a cost of £16.64.

FS27/013 Office IT Infrastructure (Paper N)

RESOLVED: To

- i. Accept the quotation submitted by F5 Computing for replacement office IT equipment and associated migration works;
- ii. Approve migration to Microsoft 365 and subsequent decommissioning of the existing server once implementation is complete; and
- iii. Authorise the Town Clerk to progress procurement and implementation in accordance with the approved quotation.

Note: Councillor Dobbie requested that all office and Member IT is renewed at the same time in the future.

FS27/014 Items for Notification

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

- i. Internal Audit Report 2025/26
- ii. Appropriate Policy Document

- iii. Newsletter
- iv. Operation Bridges Review
- v. Civic Protocol
- vi. Registrar Lease renewal
- vii. Unity Trust Bank
- viii. Strategic Plan
- ix. LCAS Silver Status submission

FS27/015 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 23 June 2026 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 7:23pm.

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