

GAINSBOROUGH TOWN COUNCIL

MINUTES of a MEETING of the Management and Finance Committee held at Richmond House, Richmond Park, Morton Terrace, Gainsborough on Monday 17th January 2011 at 7:00pm

Present: Councillor Pearl Banyard (In the Chair)

Councillor Sally Jupp
Councillor Roger Plastow
Councillor John Ridley

In Attendance: Clerk to the Council
Assistant Clerk to the Council
Environmental Officer
Events / Finance Officer

Also in Attendance: Councillor Mark Binns
Councillor Tim Davies
Councillor Paul Key
One member of the public

1. APOLOGIES FOR ABSENCE

Councillor Elaine Hadley
Councillor William Parry
Councillor Vaughan Hughes – advised he may be late.

2. MEMBERS' DECLARATIONS OF INTEREST

Cllr. R. Plastow declared a personal interest in agenda item 16, as he knows the builders.

3. COUNCIL MINUTES

RESOLVED on proposal by Cllr. R. Plastow, seconded by Cllr. S. Jupp that the notes of the Management and Finance Committee meeting on Monday 18th October 2010 be confirmed and signed as a correct record.

4. TO DEAL WITH ANY BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

No business to be dealt with.

5. CHAIRMAN'S ANNOUNCEMENTS

No Chairman's announcements.

6. REPORT FROM THE CLERK TO THE COUNCIL (MF.11 10/11)

The following report had been previously circulated.

An insurance claim has now gone in for the greenhouses on Richmond Park which were destroyed by snow during the bad weather and we will keep Council informed as to the progress.

The insurance claim with regard to the Mule is also ongoing with the Mule being at the garage at the present moment in time.

The Clerk also informed Council that the representative from ABC Accounting will be arriving at about 7:30pm and will answer questions with regards to the end of year accounts.

7. PUBLIC PARTICIPATION

No public participation received.

8. TO DISPOSE OF ANY BUSINESS REMAINING FROM THE LAST MEETING

No items to be discussed.

9. RECOMMENDATIONS OF SUB-COMMITTEE MEETINGS HELD IN DECEMBER

None received.

10. QUESTIONS TO THE MAYOR

A question had been received from Cllr. P. Key.

Cllr. P. Banyard advised Cllr. P. Key that the question would be referred to the Personnel and Procedures Sub-Committee as it involves staffing issues.

Cllr. P. Key advised that he wasn't happy about not receiving an answer tonight as he didn't feel it involved staffing issues.

Cllr. D. Dobbie arrived at the meeting at 7:09pm.

11. NOTICE OF MOTION

i. Cllr. T. Davies submitted the following motion.

I would like to put a motion forward for the committee that this council buys a computerised accounting system e.g. sage or a similar type. This committee budgets for it in this years precept and brings it in as soon as practically possible

Seconded by Cllr. R. Hesse-Phillipson

Cllr. J. Ridley questioned what it would cost the Council.

The Assistant Clerk advised that it would cost approx £1,000 for the initial set up then £400 - £500 each year after.

The Committee asked for it to be investigated further and information to be circulated for the next meeting.

ii. Cllr. T. Davies submitted the following motion.

That this Committee writes to LCC requesting brown signage for Richmond Park / Gainsborough Town Council offices. This is a request that has been passed on from The Friends of Richmond Park, as they feel there is a lack of signage to this fine facility.

Seconded by Cllr. R. Hesse-Phillipson

Cllr. P. Key asked what the cost would be to the Council.

The Clerk advised that there wouldn't be any cost to this Council as Lincolnshire County Council pay for signage.

Cllr. D. Dobbie asked if a new sign could include the Register Office as well. Cllr. T. Davies accepted the amendment.

RESOLVED to contact LCC requesting brown signage for Richmond Park / Gainsborough Town Council offices & the Register Office.

iii. Cllr. T. Davies submitted the following motion (referred from Full Council 4/1/2011)

Due to the recent severe weather, that this Council looks into purchasing a complete heating system for the top floor of Richmond House after having sent home staff due to offices being around 6 degrees centigrade, also look at other ways i.e. insulation and grants for same and cover for emergency provision.

Seconded by Cllr. R. Hesse-Phillipson

The Clerk advised that no quotations had come in as yet, but advised that he had asked for quotes to take radiators from the existing system in the Caretakers Flat, also for storage heaters to be fitted in each office.

Deferred until the next meeting.

12. **APPEAL REQUESTS**

Jimmy Snee left the meeting at 7:19pm.

John Jenkinson Close Neighbourhood Watch Scheme

The above had written asking Council to fund two neighbourhood watch signs for the area.

RESOLVED on proposal by Cllr. J. Ridley, seconded by Cllr. R. Plastow to fund two neighbourhood watch signs.

West Lindsey Citizens Advice Bureau

The CAB had written requesting a financial grant of £7092 to help the community of Gainsborough.

RESOLVED on proposal by Cllr. P. Banyard, seconded by Cllr. J. Ridley to fund £7092 to the CAB.

Councillor Vaughan Hughes arrived at the meeting at 7:23pm.

Jimmy Snee returned to the meeting at 7:24pm.

13. **SKIPTON-EAST LANCASHIRE RAIL ACTION PARTNERSHIP**

The above had written to the Council and all individual Councillors requesting for the Council to send a message of support for the reopening of the Colne to Skipton missing rail link.

RESOLVED on proposal by Cllr. P. Banyard, seconded by Cllr. R. Plastow to write a letter of support from the Council.

14. RICHMOND PARK, ROSES SPORTS GROUND & MARSHALLS SPORTS GROUND CCTV

The Environmental Officer advised the Committee that no quotations had been received as yet.

Cllr. J. Ridley accused Officers of misleading the Council at the Full Council meeting as they were told the CCTV could possibly be battery run and not through the mains. Cllr. J. Ridley advised it would need to be through the mains and would get very pricey.

The Environmental Officer advised that three quotations would be sort for fully installed systems.

RESOLVED on proposal by Cllr. V. Hughes, seconded by Cllr. R. Plastow to defer it until the next meeting.

15. MARSHALLS SPORTS GROUND GATE

The Clerk advised that the matter would need to be deferred as Marshalls Sports Ground transfer was not complete yet.

Cllr. P. Key questioned why the heading stated Marshalls Sports Ground and the quotation from BBH was quoting Roses Sports Ground as well.

The Environmental Officer advised that there quotation actually states “as per the existing ones at Roses”, stating nothing about new gates at Roses.

The Environmental Officer advised that he had obtained three quotations which had been circulated, but due to Council cut backs would be revisiting the companies to find cheaper ways to make the gate.

16. RICHMOND PARK KITCHEN REFURBISHMENT

Cllr. D. Dobbie declared a personal interest as a member of the Gainsborough Lions.

Cllrs. R. Plastow and D. Dobbie left the meeting.

Three quotations had been received to bring the kitchen up to Health & Hygiene standards.

ADB Builders	£1,180
LR Hutchinson & Son	£2,788.99
Thornhill Building Limited	£4,300

A discussion took place regarding the quotations.

RESOLVED on proposal by Cllr. V. Hughes, seconded by Cllr. S. Jupp to accept the Hutchinson quotation.

Cllrs. R. Plastow and D. Dobbie returned to the meeting.

17. **2011 / 2012 FEES FOR ROSES AND MARSHALLS SPORTS GROUNDS**

RESOLVED on proposal by Cllr. V. Hughes, seconded by Cllr. P. Banyard that Standing Order 9.15 apply to exclude the press and public.

The item was discussed and resolved on.

18. **2011 / 2012 FEES FOR CEMETERIES**

The item was discussed and resolved on.

19. **2012 / 2013 FEES FOR ALLOTMENTS**

The item was discussed and resolved on.

20. **2012 / 2013 FEE FOR GARAGE RENTS**

The item was discussed and resolved on.

21. **INDEPENDENT INTERNAL AUDITOR**

The item was discussed and resolved on.

22. FINANCIAL REPORTS FROM OCTOBER, NOVEMBER & DECEMBER

The Clerk advised that Belinda Darley from ABC Accounting would answer questions regarding the end of year accounts.

Councillors asked questions.

RESOLVED on proposal by Cllr. P. Banyard, seconded by Cllr. R. Plastow to reinstate Standing Order 9.15 to include the public and press.

RESOLVED on proposal by Cllr. P. Banyard, seconded by Cllr. R. Plastow that the monthly statement of income and expenditure for October, November & December 2010 be approved and signed by the Chairman.

Cllr. J. Ridley was against the vote.

Belinda Darley of ABC Accounting advised the Council that she would like to attend the next meeting and when Cllr. J. Ridley had checked the accounts and his facts would like a full apology from him.

Cllr. V. Hughes requested that a note of thanks be made to Belinda for attending the meeting.

23. STAFFING ISSUES

RESOLVED on proposal by Cllr. P. Banyard, seconded by Cllr. R. Plastow that Standing Order 9.15 apply to exclude the press and public.

The item was discussed and resolved on.

The meeting concluded at 9:02pm

Chairman