

GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House,
Morton Terrace, Gainsborough on Tuesday 12 March 2013 at 7:10pm

Present: Councillor Paul Key (Chairman)
Councillor David Dobbie
Councillor Lesley Rolling

In Attendance:

Sue Harrison Acting Clerk to the Council
Rachel Allbones Assistant Clerk to the Council

1. APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillor Vaughan Hughes
Councillor Norman Dinsdale

RESOLVED to accept the reasons given.

2. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND TO RECEIVE ANY APPLICATIONS FOR DISPENSATION

No declarations were declared.

3. MINUTES

i. Meeting of Management and Finance Committee Tuesday 12 February 2013

RESOLVED on proposal by Councillor Dobbie, seconded by Councillor Key that the minutes of the Management and Finance Committee meeting held on Tuesday 12 February 2013 be confirmed and signed as a correct record.

4. FINANCIAL REPORTS FOR FEBRUARY 2013 (Papers A (A revised), B & C)

Members considered and debated at length Papers A (revised), a copy of which was circulated at the meeting, B, and C regarding Unpaid Expenditure Transactions for 12 March 2013, Cashbook Summary (including due and unpaid transactions) for 7 March 2013, and Budget Comparison Report for 7 March 2013.

Members questioned how often PHS emptied the bins at Roses and Marshalls sites and requested that contact be made to see if they would invoice quarterly instead of yearly.

The Acting Clerk reported that a red diesel account had now been opened and which would considerably reduce the fuel cost for the off road machining.

A member requested that the Assistant Clerk produce a small report for both Marshalls and Roses in order for Councillors and the Public to see what it they are costing the Council to run.

RESOLVED on proposal by Councillor Key, seconded by Councillor Dobbie that the financial reports for February/March 2013 be received and approved and for the Assistant Clerk to produce a small report with the costs of Roses and Marshalls for the next meeting.

RESOLVED to contact phs and request quarterly bills instead of yearly.

5. SLCC MEMBERSHIP

Members considered the Paper received which outlined the benefits of the Society of Local Council Clerks membership, along with the legal advice note produced by NALC.

Concerns were raised regarding the fact that it was Union subscription and a society for the Clerks profession.

RESOLVED on proposal by Councillor Rolling, seconded by Councillor Key that any membership or subscription to the Society of Local Council Clerks be paid for by the individual.

Note: Councillor Dobbie abstained from voting on the above resolution as he believed it should have been a full Council decision as in previous years.

6. FEES AND CHARGES 2013/2014

The Acting Clerk advised Members regarding the payment of VAT on the hire of pitches and requested Members to consider making a charge for using the grounds for training.

The Acting Clerk also advised that Lincolnshire FA were currently considering the possibility of paying for the teams' pitch fees upfront in order for VAT to be exempt. A decision would be made at the LFA meeting in April.

Members were advised that if it did not come to fruition then teams would need notice that pitch fees will need to be paid in advance, as a block booking, in order to not incur the VAT charge.

Members were of the view that training charges should be discussed at a later date.

RESOLVED to note the update with regards to the payment of for the hire of football pitches VAT and to discuss training fees at a later date.

7. RICHMOND HOUSE REPAIRS AND MAINTENANCE (Paper F)

Members considered Paper F which referred to internal and external areas of Richmond House in need of work to be carried out.

Members raised concerns with regards to the tarmac at the front of Richmond House as requested that this be dealt with immediately.

A Member also brought to the Committee's attention that Levellings Park had two areas in need of small tarmac repairs.

RESOLVED to delegate authority to the Acting Clerk to obtain quotations in order for the area at the front of Richmond House and two areas at Levellings to be repaired as soon as possible.

A Member also requested that work to be undertaken to ascertain if it would be possible to make internal alterations to the house in order to make a large conference room and to obtain quotations.

RESOLVED that the Acting Clerk be requested to investigate the possibility of making internal alterations to the house and to obtain quotations.

8. CHRISTMAS LIGHTS 2012 & 2013 (Paper G)

Members considered Paper G.

A Member was of the view that a Christmas lights sub group should be made of the Town Partnership should be formed in order to engage businesses and volunteers as well as the Town Council.

Members expressed a keen interest to continue to use the current electrical contractor as their local knowledge of the equipment and sites was invaluable.

One Member suggested contacting the Norwegian Embassy to see if they would donate a tree as it is 1000 years since Sweyn Forkbeard was King and Gainsborough was the capital of England.

RESOLVED

- 1) To request that the formation of a Christmas Lights Sub-Group be placed on the agenda of the next Town Partnership meeting and Councillor Rollings would attend to speak on the item.
- 2) To continue to use the same electrical firm the 2013 Christmas lights
- 3) That Councillor Dobbie contact the Norwegian Embassy to see if they would donate a town centre tree.

9. COMMUNITY PAYBACK – FUNDING REQUEST

The Acting Clerk informed Members that West Lindsey District Council currently funded the Community Payback scheme and that the Town Council have placed the team for two days at North Warren Cemetery clearing the area.

The funding ends on 31st March 2013 and the Town Council had been asked if they would like to consider being a part of this. To fund one day a week work for a year costs £7,500. They are looking for partners to share the cost for a proportionate part of the work. For example if the Town Council wished the group to work on its land every fourth week the payment for the year would be £1,800, for every second week £3,600 (costs inc VAT). The payment is required by Probation to cover its costs and the supervisor; it does not go to the offenders.

Members discussed the request in great detail but wanted a full breakdown of costs and who is receiving the money.

RESOLVED to request a full breakdown of costs and who would be receiving the money.

10. TO RECEIVE A SURVEY OF THE ALLWEATHER PITCH, ROSES SPORTS GROUND, AND TO CONSIDER FUTURE MAINTENANCE (Paper H)

Members considered Paper H at length.

A Member was of the view that a second opinion and quotation should be sought.

It was suggested that due to the cost of the refurbishment that avenues of funding be pursued.

RESOLVED to seek a second opinion and quotation and explore avenues of funding.

11. REMOVAL OF GREEN WASTE (Paper I)

Members considered Paper I.

The Acting Clerk also informed Members that a quotation for an industrial chipper and labour had also been received costing £300, which could then be used on the flower beds.

RESOLVED to hire the industrial chipper and labour at a cost of £300 to chip all chippable waste in the compound at Richmond Park.

The meeting concluded at 9:30pm

Chairman