

GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House, Morton Terrace, Gainsborough on Tuesday 15 April 2014 at 7:04pm

Present: Councillor Paul Key (Chairman)

Councillor Matthew Boles
Councillor Richard Craig
Councillor Vaughan Hughes
Councillor Lesley Rollings

In Attendance:

Rachel Allbones Deputy Clerk / Responsible Finance Officer

1. APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillor David Dobbie

RESOLVED to accept the apologies and reasons given.

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

No interests were declared.

3. MINUTES

i. Minutes of the meeting of Management and Finance Committee held Wednesday 19 March 2014.

Discussion ensued with regards to item 8 on the agenda regarding Cricket Clubs use of the pavilion on match days. Nothing was specified in the notes regarding this.

RESOLVED to defer approval of the minutes of the Management and Finance Committee meeting held on Tuesday 18 February 2014 until the next meeting once the issue of cricket clubs use of the pavilion on match days had been discussed.

4. FINANCIAL REPORTS FOR MARCH 2014 / APRIL 2014 (Papers A, A (revised), B, & C)

Members considered and debated at length Paper A regarding Unpaid Expenditure Transactions for 9 April 2014, Paper A revised regarding Unpaid Expenditure Transactions for 15 April 2014, Paper B Cashbook Summary (including due and unpaid transactions) for 31 March 2014 and Paper C Budget Comparison Report (including due and unpaid transactions) for 31 March 2014.

Discussion ensued regarding the cleaning of Roses and Marshalls pavilions as some Members weren't happy with the quality of cleaning carried out and suggested spot checks be made of the sites.

It was noted that the cleaning of Roses and Marshalls will be on the next full Council agenda for discussion.

Concerns were also raised regarding the costs of work carried out for waste removal on the sites.

A Member requested that the Clerk contact Nigel Lowthrope from Hill Holt Wood for an update regarding the activity in the polytunnel at Richmond House.

A Member requested that a full energy audit be carried out on Town Council sites including the solar panels at Marshalls in order to look at ways of cutting costs.

RESOLVED to accept and approved the following: - Paper A revised regarding Unpaid Expenditure Transactions for 15 April 2014 with the exclusion of any payments to ISS regarding Roses and Marshalls Cleaning, Paper B Cashbook Summary (including due and unpaid transactions) for 31 March 2014 and Paper C Budget Comparison Report (including due and unpaid transactions) for 31 March 2014 with the exclusion of any expenditure to ISS regarding Roses and Marshalls Cleaning.

5. DEBT RECOVERY POLICY (Paper previously circulated)

RESOLVED to **RECOMMEND TO FULL COUNCIL** to adopt the Debt Recovery Policy.

6. OUTSTANDING DEBTS (Paper D)

Members considered the current outstanding debts and suggested debts to be written off.

RESOLVED to write of invoice no. 834 once the Deputy Clerk has written to the lady to ascertain if she still wants the exclusive right of burial, and invoice no. 954, all other outstanding debts are to be pursued and once the debt recovery policy is approved implement it.

7. EARMARKED RESERVES (Paper E)

Members considered Paper E and other unspent budgets from 2013/14.

A Members stressed that money will need to be spent on Richmond House in the coming year.

Members were optimistic as the year end figures have not been released yet. The Deputy Clerk advised that all earmarked reserves will show on the Year End Balance sheet and can still be amended then.

A Member requested some money to be earmarked for benches for 2014/15 as there is currently no budget.

A Member stated that the Skate Park at Aisby Walk was still in need to repairs.

RESOLVED to earmark £2,000 for Richmond House maintenance, £800 for Aisby Walk skate park repairs / maintenance, £1,000 for benches, £5,265 for bus shelters, £3,000 for cemetery toilet refurbishment and £20,000 as a general grounds project fund.

8. FEES AND CHARGES

The Clerk was seeking clarification over a Resolution made at previous committee meeting regarding Cricket Clubs use of Roses / Marshalls pavilions for weekend fixtures.

Members discussed the use of the function room and kitchen by the cricket clubs.

RESOLVED that all Cricket Clubs must provide a 2-3 hour window that they will be having their teas and will be charged for 1 hours use. Full day bookings will take priority and clubs will be notified of any bookings in advance.

9. WEST LINDSEY DISTRICT COUNCIL PARISH COUNCIL TAX SUPPORT GRANT

Members considered a proposal from a Member to work with Caistor Town Council and Market Rasen Town Council in submitting Freedom of Information requests to West Lindsey District Council regarding historic and recent allocations of parish Council tax support grant.

Note: Councillor Rollings declared a non-pecuniary interest as a WLDC Councillor.

RESOLVED that the Clerk work with Market Rasen Town Council and Caistor Town Council to submit a Freedom of Information request to West Lindsey District Council regarding historic and recent allocations of parish Council tax support grant.

Councillor Key abstained from voting on the above resolution.

10. STANDING ORDERS (Papers previously circulated)

RESOLVED to set up a Working Group of Councillors Boles, Coward and Key to look in depth and the Standing Orders and report back to the next meeting.

11. STRUCTURE AND FUNCTIONS (Paper previously circulated)

RESOLVED to set up a Working Group of Councillors Boles, Coward and Key to look in depth and the Structure and Functions and report back to the next meeting.

12. RICHMOND HOUSE LEASE TO LINCOLNSHIRE COUNTY COUNCIL

RESOLVED to defer until the next Management and Finance Committee meeting.

13. TO RECEIVE AND CONSIDER MOTIONS REFERRED FROM FULL COUNCIL

i. Motion received from Councillor Robin Perry

I would like to see all the War Graves in Gainsborough to be professionally clean as a mark of respect to our war dead as its 100 years since the start of the first world war.

ii. Motion received from Councillor Robin Perry

I would like to see the Cenotaph in Gainsborough to be professionally clean as a mark of respect to our war dead as its 100 years since the start of the first world war.

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iii. Motion received from Councillor Robin Perry

I would like to see for Remembrance Day service 2 new flag and poles for the Cenotaph in Gainsborough as a mark of respect to our war dead as its 100 years since the start of the first world war.

iv. Motion received from Councillor Robin Perry

I would like to see for Remembrance Day 11/11/14 a cross and poppy be placed on all war graves in Gainsborough as a mark of respect to our war dead as its 100 years since the start of the first world war.

v. Motion received from Councillor Robin Perry

I would like to see as a mark of respect to our war dead and to all the people from Gainsborough who have served our county as its 100 years since the start of the first world war that an oak tree is planted in one of our parks and to ask the British legion to plant it.

Members were of the view that the Friends of the Cemetery group and the Royal British Legion already carry out a lot of significant work, and felt it would be worthy to engage with the groups before agreeing anything.

Note: Councillor Rollings left the meeting at 9:05pm.

RESOLVED to ask Councillor Perry to enter into discussions with The Friends of the Cemetery and the Royal British Legion to see what services / support / funding they require and report back to the Management and Finance Committee.

It was suggested that the Clerk ask The Friends of the Cemetery and the Royal British Legion would like to be a report to the Council / Committee as to what they do in the Town.

The meeting was closed at 9:10pm

Chairman