

GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House,
Morton Terrace, Gainsborough on Tuesday 16 June 2015 at 7:00pm

Present: Councillor Paul Key (Chairman)

Councillor Matthew Boles (Ex-officio)
Councillor Harry Clarke
Councillor Richard Craig
Councillor Barry Coward (Ex-officio)
Councillor Tim Davies
Councillor David Dobbie
Councillor Ashley Perraton-Williams

In Attendance:

Matthew Gleadell Clerk to the Council
Rachel Allbones Deputy Clerk to the Council

1. APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillor Sally Loates

RESOLVED to accept the apologies received 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 (Papers A & B)

i. Minutes of the meeting of Management and Finance Committee held Tuesday 12 May 2015

RESOLVED that the minutes of the Management and Finance Committee meeting held on Tuesday 12 May 2015 be confirmed and signed as a correct record.

ii. Minutes of the extraordinary meeting of Management and Finance Committee held Wednesday 20 May 2015

RESOLVED that the minutes of the extraordinary Management and Finance Committee meeting held on Wednesday 20 May 2015 be confirmed and signed as a correct record.

4. FINANCIAL REPORTS FOR MAY & JUNE

i. Unpaid Expenditure Transactions for 10 June 2015 (Paper C)

Members considered at length Paper C and the revised Paper C.

RESOLVED that Members accept the transactions in Paper C revised - Unpaid Expenditure Transactions for 16 June 2015 for payment.

- ii. Cashbook Summary (including due and unpaid transactions) for 10 June 2015 (Paper D)

Members considered Paper D and the revised Paper D.

RESOLVED that Members note revised Paper D - Cashbook Summary (including due and unpaid transactions) for 16 June 2015.

- iii. Budget Comparison Report (including due and unpaid transactions) for 10 June 2015 (Paper E)

RESOLVED that the Cemetery Supervisor and one seasonal workers payroll be allocated in Cemetery Payroll and not all grounds staff under Amenity Payroll.

Note: Councillors Davies and Perraton-Williams abstained from voting on the above resolution.

RESOLVED that Members note Paper E Budget Comparison Report (including due and unpaid transactions) for 10 June 2015.

5. MONTHLY BANK RECONCILIATION SIGN OFF FOR MAY (Paper F)

RESOLVED to accept and sign off the Bank Reconciliation for 31 May 2015.

6. STEAM CLEANER PURCHASE

The Clerk advised that the purchase of steam cleaner would aid the Councils cleaning staff to fulfil their duties and improve cleaning standards across sites.

RESOLVED to purchase the Karcher 2250W Professional Steam Cleaner 240V from Screwfix at a cost of £666.66 excl VAT

7. RECOMMENDATION FROM COMMUNITY SERVICES COMMITTEE (Paper G - from Community Services Committee on 19 May)

- i. **RESOLVED** to recommend to Management and Finance committee that the Town Council take over the ownership of the area of land identified in the Clerks report.

It was noted that the Community Services Committee recommended the ownership of land the Management and Finance Committee and not Full Council.

RESOLVED that the Town Council take over the ownership of the area of land identified in the Clerks report.

Note: Councillor Key voted against the above resolution.

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

8. INTERNAL AUDIT REPORT (Paper H)

RESOLVED under Standing Order 14n to exclude the public and press due to the confidential content of the report.

Note: Councillor Boles declared a non-pecuniary interest as the audit report includes reference to him.

It was noted that Councillor Boles had not received a copy of the report from the office but had from another source.

Councillor Dobbie advised that he was still not happy how the Roses and Marshalls grounds maintenance contract was dealt with, but would consult direct with Lucy Pledge from Audit Lincolnshire.

RESOLVED to RECOMMEND to FULL COUNCIL to accept the report and highlight recommendation 2: -

- Members and officers working together to achieve a common purpose within clearly defined functions and roles.
- Promoting values for the Council and demonstrating the values of good governance through upholding high standards (Seven Principles of Public Life – Selflessness, Integrity, Objectively, Accountability, Openness, Honesty and Leadership) of conduct and behaviour.
- Promoting and maintaining a strong counter fraud arrangements and culture.
- Refresher training and development is provided on the above.

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

RESOLVED to come out of private session.

9. HALL HIRE FEES FOR ROSES / MARSHALLS (Paper I)

Members deferred the discussion until the next meeting in order for more information to be present.

10. WORK VEHICLE

Members considered various options for a work vehicle in anticipation of the expiry of existing lease agreement.

The preferred Committee option was to enter into another lease agreement.

RESOLVED to defer the item to the next meeting in order to obtain further lease options and costings.

Note: Councillor Key voted against the above resolution.

The meeting was closed at 8:43pm