

## GAINSBOROUGH TOWN COUNCIL

MINUTES of an Extraordinary Meeting of the Management and Finance Committee held at Richmond House, Morton Terrace, Gainsborough on Tuesday 16 October 2018 at 7:00pm

**Present:** Councillor Steven Ward (In the Chair)

Councillor Matt Boles (ex-officio)  
Councillor Harry Clarke  
Councillor David Dobbie  
Councillor Paul Key

**In Attendance:**

Rachel Allbones Deputy Clerk to the Council  
Sean Alcock Operations Manager

**1. APOLOGIES FOR ABSENCE AND REASONS GIVEN**

Councillor Aaron Taylor

**RESOLVED** to accept the apologies received and reasons given.

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

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

Councillor Boles declared a non-pecuniary interest in agenda item 7 as he had already contributed as a WLDC Councillor.

Councillor Key declared a non-pecuniary interest in agenda item 10 as a LCC Councillor.

**3. MINUTES (Papers A, B, C & D)**

i. Minutes of the meeting of Management and Finance Committee held Tuesday 16 January 2018

**RESOLVED** to defer the minutes as confirmation of item 14 had not yet been provided by Councillor Richard Craig.

ii. Minutes of the meeting of Management and Finance Committee held Tuesday 19 June 2018

**RESOLVED** that the minutes of the Management and Finance Committee meeting held on Tuesday 19 June 2018 be confirmed and signed as a correct record.

iii. Minutes of the meeting of Management and Finance Committee held Tuesday 28 August 2018

**RESOLVED** that the minutes of the Management and Finance Committee meeting held on Tuesday 28 August 2018 be confirmed and signed as a correct record.

Note: Councillor Clarke abstained from voting on the above resolution.

- iv. Minutes of the extraordinary meeting of Management and Finance Committee held Wednesday 26 September 2018

**RESOLVED** that the minutes of the Management and Finance Committee meeting held on Wednesday 26 September 2018 be confirmed and signed as a correct record.

Note: Councillor Dobbie abstained from voting on the above resolution.

#### 4. **FINANCIAL REPORTS FOR SEPTEMBER & OCTOBER 2018**

- i. Unpaid Expenditure Transactions for 11 October 2018 (Paper E)

Members considered at length Paper E & Paper E Revised.

Councillor Key raised concerns regarding the Hall McAdam invoice not complying with Financial Regulations, where quotations were passed by Community Services Committee.

**RESOLVED** that Members accept the transactions in Paper E Revised – Unpaid Expenditure Transactions for 16 October 2018.

- ii. Cashbook Summary (including due and unpaid transactions) for 11 October 2018 (Paper F)

Members considered Paper F.

**RESOLVED** that Members note Paper E - Cashbook Summary (including due and unpaid transactions) for 11 October 2018.

- iii. Budget Comparison Report (including due and unpaid transactions) for 11 October 2018 (Paper G)

**RESOLVED** that Members note Paper G Budget Comparison Report (including due and unpaid transactions) for 11 October 2018.

#### 5. **MONTHLY BANK RECONCILIATION SIGN OFF FOR SEPTEMBER** (Paper H)

**RESOLVED** to accept and sign off the Bank Reconciliation for 30 September 2018.

Members asked the Deputy Clerk to contact Midtown Utd JFC regarding the unrepresented cheque for remaining unspent grants from the Football Development Officer role for Girls and Disability Football.

#### 6. **COMPLAINTS**

- i. Lighting in Richmond Park compound (carried over from previous meetings)

**RESOLVED** under Standing Order 14n to exclude the public and press.

**RESOLVED** to accept the quotation received by A. Price Electrical of £220 to re-site an existing light and carry out associated wiring

Note: Councillor Ward abstained from voting on the above resolution.

**RESOLVED** to allow public and press back into the meeting.

ii. Dogs off leads and owners not removing faeces

**RESOLVED** to put onto the next agenda along with details and documents that went to WLDC when the Town Council previously applied for Public Space Protection Orders and contact WLDC the process for resubmitting and the consultation process.

7. **WLDC REVIEW OF POLLING PLACES AND STATIONS** (Paper I)

Members considered a response, if any, to the WLDC review of Polling places and stations.

Members **NOTED** the review and agreed that Members would submit their own individual comments if they had any.

8. **LOVE LANE GARAGE SPACES** (Paper J)

**RESOLVED** under Standing Order 14n to exclude the public and press.

Members considered quotation received from Burton & Dyson to prepare a licence to occupy in relation to tenancy issue.

**RESOLVED** to accept the quotation from Burton & Dyson of £125 to prepare a licence to occupy in relation to tenancy issue.

9. **MARSHALLS DITCH DREDGING WORKS** (Paper K)

Members considered quote received for ditch dredging works at Marshalls Sports Ground.

Councillor Clarke raised concerns that the highways are responsible for the ditch as it is after the hedge.

**RESOLVED TO RECOMMEND TO FULL COUNCIL** to accept a quotation for Marshalls Sports Ground ditch dredging works, subject to a budget being created, an additional quote being sought and boundary confirmation being provided.

**RESOLVED** to allow public and press back into the meeting.

10. **PARISH AGREEMENT HIGHWAY VERGE CUTTING SCHEME 2019-20** (Paper L)

Members considered the request from LCC to join the Parish Agreement scheme for 2019-20.

Members noted the grass verge cutting had recently been looked at.

**RESOLVED** to check if old quotations received for grass verge cutting are still in date and valid. Bring to the next meeting ball park costs for further discussion.

Note: Councillors Clarke and Key voted against the above resolution.

Note: Councillor Dobbie abstained from voting on the above resolution.

With Chairman's casting vote the motion was carried

**11. 2019/2020 PRECEPT ESTIMATE** (Paper N)

Members considered budget estimate and precept level for 2019 / 2020

**RESOLVED** to put a 2% increase on the 2018/ 2019 precept level, subject to Tax Base changes.

**12. ELECTION POLL CARDS** (Paper N)

Members considered if the Council is desirous of having Poll Cards for the east ward election.

**RESOLVED** to Poll Cards be used for all elections.

The meeting concluded at 8.44pm