

GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House, Morton Terrace, Gainsborough on Tuesday 17 December 2013 at 7:04pm

Present: Councillor Paul Key (Chairman)

Councillor Richard Craig
Councillor Vaughan Hughes

In Attendance:

Matthew Gleadell	Clerk to the Council
Rachel Allbones	Deputy Clerk / Responsible Finance Officer
Sean Alcock	Operations Manager

1. APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillor Matthew Boles
Councillor Norman Dinsdale
Councillor David Dobbie
Councillor Lesley Rollings

RESOLVED to accept the apologies and reasons given.

Note: Members in attendance raised concerns that only 3 Members were present for such an important financial meeting.

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

No declarations were made.

3. MINUTES

i. Minutes of the meeting of Management and Finance Committee held Tuesday 19 November 2013

RESOLVED that the minutes of the Management and Finance Committee meeting held on Tuesday 19 November 2013 be confirmed and signed as a correct record.

4. GAINSBOROUGH INDEPENDENTS GROUP (Paper A)

Members noted Paper A but were of the view that they needed more information with regards to a previous conversation the Independents Group Members had had with the Mayor.

RESOLVED to defer until the next meeting when Councillor Rollings should be present.

5. FINANCIAL REPORTS FOR OCTOBER / NOVEMBER 2013 (Papers B, B (revised), C, C (revised) & D)

Members considered and debated at length Papers A regarding Unpaid Expenditure Transactions for 11 December 2013, A revised regarding Unpaid Expenditure Transactions for 17 December 2013, B Cashbook Summary (including due and unpaid transactions) for 11 December 2013, B revised Cashbook Summary (including due and unpaid transactions) for 17 December 2013 and C Budget Comparison Report (including due and unpaid transactions) for 11 December 2013.

RESOLVED to accept and approved the following Papers: - A revised regarding Unpaid Expenditure Transactions for 19 November 2013, B revised Cashbook Summary (including due and unpaid transactions) for 19 November 2013 and C Budget Comparison Report (including due and unpaid transactions) for 13 November 2013.

6. BUDGET PROPOSALS FOR 2014 / 2015 (Papers E & E 1)

Councillor Key expressed an interest in approaching West Lindsey District Council to obtain a loan to cover all play area repairs, footpath repairs etc in order for it all to be carried out in one go instead of being spread out over a number of years.

Note: Councillor Key declared a non pecuniary interest as an employee of West Lindsey District Council.

The Clerk stated that the items highlighted in Paper E1 are covered in the proposed 2014 / 2015 budget.

RESOLVED to RECOMMEND TO FULL COUNCIL to accept and agree the budget and level of Precept for 2014 / 2015.

7. INTERNAL AUDIT (Paper F)

The Clerk requested Members to consider internal audit arrangements for 2014/2015.

Members were of the view that 4 audits were no longer required each year.

RESOLVED to ask Lincolnshire Audit to carry out 2 internal audits in year 2014 / 2015.

8. LEGIONELLAS TESTING QUOTATIONS (Papers G & H)

Members considered Papers G & H regarding Legionella testing quotation for Roses, Marshalls, Richmond Park and Levellings for 2014.

RESOLVED to accept Second Element's quotation.

9. COMMUNICATIONS POLICY (Paper I)

Members again considered Paper H.

Councillor Key requested D (i) include the wording (for example in exceptional circumstances where a Councillor may have a specialist skill in relation to certain subject matter).

RESOLVED to RECOMMEND TO FULL COUNCIL to accept the Communication Policy with the wording (where exceptional circumstances occur, i.e. a Councillor with a specialist skill) included at the end of D (i).

10. SUPPLIER LIST (Papers J & K)

RESOLVED that Members noted Papers J & K.

11. GROUNDS MAINTENANCE VEHICLE (Paper L)

Members consider the Paper with proposals from Operations Manager regarding replacement for Peugeot mini van.

A Member requested that the Operations Manager check with DVLA to ensure that drivers do not need a special licence to drive the proposed vehicle.

RESOLVED under Standing Orders to extend the meeting up to 10pm.

Note: Councillor Dobbie arrived at 9:34pm.

RESOLVED to accept the quotation received by Rivervale on the proviso that all relevant checks were carried out as to who is able to drive the vehicle.

The meeting was closed at 9:44pm

Chairman