

GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House, Morton Terrace, Gainsborough on Tuesday 17 October 2017 at 7:00pm

Present: Councillor Richard Craig (Chairman)

Councillor Matthew Boles (ex-officio)
Councillor Dennis Dannatt
Councillor Michael Hopper
Councillor Paul Key

In Attendance:

Matthew Gleadell Clerk to the Council
Rachel Allbones Deputy Clerk to the Council
Sean Alcock Operations Manager

1. APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillor Harry Clarke
Councillor David Dobbie
Councillor Sally Loates (ex-officio)

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

Councillor Key declared a non pecuniary interest in agenda item 10 as an employee of West Lindsey District Council

3. MINUTES (Paper A)

i. Minutes of the meeting of Management and Finance Committee held Tuesday 19 September 2017

RESOLVED that the minutes of the Management and Finance Committee meeting held on Tuesday 19 September 2017 be confirmed and signed as a correct record.

4. FINANCIAL REPORTS FOR SEPTEMBER & OCTOBER 2017

i. Unpaid Expenditure Transactions for 11 October 2017 (Paper B)

Members considered at length Paper B & Paper B Revised.

RESOLVED that Members accept the transactions in Paper B Revised - Unpaid Expenditure Transactions for 17 October 2017.

- ii. Cashbook Summary (including due and unpaid transactions) for 11 October 2017 (Paper C)

Members considered Paper C & Paper C Revised.

RESOLVED that Members note Paper C Revised - Cashbook Summary (including due and unpaid transactions) for 17 October 2017.

- iii. Budget Comparison Report (including due and unpaid transactions) for 11 October 2017 (Paper D)

RESOLVED that Members note Paper D Budget Comparison Report (including due and unpaid transactions) for 11 October 2017.

5. MONTHLY BANK RECONCILIATION SIGN OFF FOR SEPTEMBER (Papers E)

RESOLVED to accept and sign off the Bank Reconciliation for 30 September 2017.

6. INTERNAL AUDIT (Paper F)

Members reviewed all points raised in the internal audit report and considered it to be very effective.

Members noted that certain items could be easily rectified.

Members requested that there be a formal prompt of members each year to consider if their Declaration of Interest needs updating.

Members were concerned that the Council had not yet managed to obtain a payment card. The Clerk explained the reasons for delay and the rejection by the Councils bank to provide one on the basis that the Councils mandate does not support a card.

RESOLVED to note the internal Audit Report.

7. REVISED BUDGET (Paper G)

Members considered the proposed revised budget for the 2017/2018 financial year.

The Clerk explained the background to the changes made.

Members recognised the budget as an ongoing fluid document.

RESOLVED to RECOMMEND TO FULL COUNCIL to adopt the revised budget for the 2017/2018 financial year.

8. GENERAL CEMETERY DRAINAGE (Paper H)

Members considered and reviewed the report for drainage infrastructure in the General Cemetery.

A member felt that the Clerks legal knowledge may be insufficient to adequately advise the Council and requested advice from the Solicitors. The Clerk confirmed that advice had already been sought and produced a letter which supported the Clerks advice in his report.

A member asked the Clerk to clarify his recommendation in the report.

RESOLVED to **RECOMMEND TO FULL COUNCIL** to adopt the Recommendation and expenditure in the Clerks report.

Note : Cllr.Key voted against this resolution.

9. BOWLS CLUBS (Paper I)

Members considered arrangements for bowls club lease renewals in light of the Clerks report.

A member felt that as they had not been involved with discussions with the Bowls Club they could not appropriately consider the matter.

A member who had been privy to discussions with the Bowls Clubs stated that the report reflect the discussions had and that it was time to now progress the matter to a conclusion.

RESOLVED to adopt the recommendation in the Clerks report.

Note : Cllr. Key voted against this resolution.

10. HR SUPPORT (Paper J)

The Clerk explained that not all quotes had been received.

RESOLVED to defer the item until the next meeting pending receipt of all quotes.

11. GRASS VERGES (Paper K)

Members considered costs of adopting responsibility for cutting grass verges in Gainsborough.

It was noted that the issue is of concern to the local public.

A member was keen to consult directly with the public regarding the issue.

Another member was keen to see the town take responsibility and make efforts to keep the town looking nice.

A member suggested approaching ACIS and WLDC to investigate a joined up approach to grass verge maintenance and in doing so hopefully reduce the overall cost of maintaining the verges.

RESOLVED to approach ACIS and WLDC with a view to negotiating a joint approach to maintenance of grass verges and reconsider the costs and implications as soon as that option has been investigated.

12. VEHICLE COLLISION INCIDENT (Paper L)

Members considered the cost of repair to staff members vehicle and the cause of the incident.

RESOLVED to authorise the staff member concerned to choose either of the companies to carry out the repair works.

Meeting closed at 8.54pm