

## GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House, Morton Terrace, Gainsborough on Tuesday 20 December 2016 at 7:00pm

**Present:** Councillor Matthew Boles (Chairman)  
Councillor Harry Clarke  
Councillor Tim Davies  
Councillor David Dobbie  
Councillor Paul Key  
Councillor Sally Loates  
Councillor Doris Turrell (arrived at 7:18pm)  
Councillor Kenneth Woolley

**In Attendance:**

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

**Also Present:** Councillor Michael Hopper

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

Councillor Richard Craig

**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 9 as a WLDC employee.

**3. MINUTES (Paper A)**

i. Minutes of the meeting of Management and Finance Committee held Wednesday 23 November 2016

**RESOLVED** that the minutes of the Management and Finance Committee meeting held on Wednesday 23 November 2016 be confirmed and signed as a correct record.

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

**4. FINANCIAL REPORTS FOR NOVEMBER & DECEMBER 2016**

i. Unpaid Expenditure Transactions for 14 December 2016 (Paper B)

Members considered at length Paper B and the Revised Paper B.

**RESOLVED** that Members accept the transactions in revised Paper B - Unpaid Expenditure Transactions for 20 December 2016 for payment.

- ii. Cashbook Summary (including due and unpaid transactions) for 14 December 2016 (Paper C)

Members considered Paper C and the Revised Paper C.

**RESOLVED** that Members note Paper C - Cashbook Summary (including due and unpaid transactions) for 20 December 2016.

Note: Councillor Key voted against the above resolution.

- iii. Budget Comparison Report (including due and unpaid transactions) for 14 December 2016 (Paper D)

**RESOLVED** that Members note Paper D Budget Comparison Report (including due and unpaid transactions) for 14 December 2016.

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

**RESOLVED** to accept and sign off the Bank Reconciliation for 30 November 2016.

**6. BUDGET** (Paper G)

A full and thorough debate took place with regards to the proposed budget and the impact of the loss of the £69,728 Council Tax Support Grant and options Members felt the Council could pursue were: -

- i. Accept the proposed budget with a 12.15% increase, which included a £43,796 increase on last years precept.
- ii. Put the whole of the £69,728 loss onto the tax payer, which would mean a 18.86% increase in the 2016/17 budget.
- iii. Hold a public meeting to put the issues and options to residents.

A Member was of the view that assets could be given back to WLDC to reduce the precept. The Clerk advised that the Council have leases with WLDC for some assets and would take a great deal of time to enter into negotiations to try and return some assets back to WLDC.

Councillor Davies proposed accepting the proposed budget as is, seconded by Councillor Boles.

Note: Councillor Davies left the meeting at 8:08pm. Councillor Davies gave an explanation as to why he was leaving the meeting. That explanation was such that any reasonable individual would interpret the explanation as Cllr. Davies feeling aggrieved by comments being made by Cllr. Key which Cllr. Davies, based on his explanation, could be reasonably assumed to have found wholly inappropriate and considered by Cllr. Davies to be directed towards him.

Councillor Woolley proposed keeping the budget the same as last year which would mean putting the whole of the £69,728 loss on the tax payer.

Councillor Dobbie proposed holding a public meeting to gauge the publics view before making a decision, seconded by Councillor Key.

Members were advised that the precept submission date to WLDC was 6 January 2017.

All proposals were voted on and it was **RESOLVED** to hold a public meeting to gauge the public's view before making a decision.

7. **VAT** (Paper H)

Members considered the report from Elysian Associates.

**RESOLVED** to follow Elysian Associates recommendation to 'continue exactly as we have been doing and continue to submit periodic VAT 126 claims.

8. **SERVICE LEVEL AGREEMENT WITH GAINSBOROUGH TRINITY FOUNDATION** (Paper I)

**RESOLVED** under Standing Order 13n to exclude the public and press.

**RESOLVED** under Standing Order 34c allow visiting Members to stay in the meeting.

Members considered the draft SLA with Gainsborough Trinity Foundation.

**RESOLVED** to adopt the Service Level Agreement between Gainsborough Town Council and Gainsborough Trinity Foundation as set out in the paper.

9. **HR** (Paper J)

Members considered the draft proposals for continuation of HR services from WLDC.

The Clerk advised that a service review had taken place and WLDC took on board any issues raised. The Clerk advised that a continuation of one year would be a sensible approach due to being part way through a staff restructure.

**RESOLVED** to continue with WLDC HR Service for a further year.

10. **INSURANCE** (Paper K)

Members considered the quote for insurance renewal.

The Clerk suggested deferring the decision in order to test the market with other companies.

**RESOLVED** to defer the item until further quotations had been received.

11. **RICHMOND HOUSE OFFICES** (Paper L)

Members considered quotes received for the refurbishment of council office.

**RESOLVED** to **RECOMMEND TO FULL COUNCIL** to accept the quotation received from ADB Builders to renovate the ground floor council office.

**12. ROSES AWP FENCE** (Paper M)

Members considered quotes for improvement to perimeter fencing to improve security at Roses all weather pitch.

Members were of the view that the quotes were quite costly and CCTV should be looked into to prevent unauthorised use and vandalism.

A Member pointed out other deterrent options are listed in the paper which would be cheaper than fencing.

**RESOLVED** not to pursue looking at improvements to perimeter fencing on Roses all weather pitch but to look into CCTV on the site.

**13. CEMETERY COMPUTERISED SOFTWARE**

The Clerk informed Members that the transfer of the cemetery software from Gower to Edge IT Systems had not been forthcoming due to an issue with the information migration and were currently not paying Gower for the use of their software.

The Clerk advised that he would be in contact with both companies to get an update of the situation and quotations and options from both companies as to a way forward.

The meeting closed at 9.16pm