

GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House,
Morton Terrace, Gainsborough on Tuesday 21 April 2015 at 6:30pm

Present: Councillor Paul Key (Chairman)

Councillor Matthew Boles
Councillor Richard Craig
Councillor Vaughan Hughes
Councillor Lesley Rollings

In Attendance:

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

1. APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillor Barry Coward
Councillor David Dobbie

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 (Paper A)

i. Minutes of the meeting of Management and Finance Committee held Tuesday 17 March 2015.

RESOLVED that the minutes of the Management and Finance Committee meeting held on Tuesday 17 March 2015 be confirmed and signed as a correct record.

Note: Councillors Hughes and Rollings abstained from voting on the above resolution.

4. FINANCIAL REPORTS FOR MARCH & APRIL

i. Unpaid Expenditure Transactions for 15 April 2015 (Paper B)

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

RESOLVED that Members accept the transactions in Paper B revised - Unpaid Expenditure Transactions for 21 April 2015 for payment.

ii. Cashbook Summary (including due and unpaid transactions) for 31 March 2015 (Paper C)

Members considered Paper C and the revised Paper C.

RESOLVED that Members note Paper C revised - Cashbook Summary (including due and unpaid transactions) for 31 March 2015.

- iii. Budget Comparison Report (including due and unpaid transactions) for 31 March 2015 (Paper D)

RESOLVED that Members note Paper D Budget Comparison Report (including due and unpaid transactions) for 31 March 2015.

5. MONTHLY BANK RECONCILIATION SIGN OFF FOR FEBRUARY (Paper E)

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

6. STRUCTURE AND FUNCTIONS

The Clerk recommended deferring the Personnel element of Structure and Functions policy, until after the Internal Audit report had been received.

RESOLVED to defer reviewing the Personnel Committee element of the Structure and Functions document until after the Internal Audit report had been received.

Note: Councillor Dobbie and 1 member of the public arrived at 7:13pm.

7. TREE WORKS (Paper K & L from M&F Meeting on 17 March 2015)

Members considered quotations received for tree works at the General Cemetery and Roses Sports Ground following site visits at both sites.

Members were informed that the current quote is the only quote received to carry out the works

RESOLVED that the quotation for the works at the General Cemetery be approved and that Councillor Key will attend site before the work is carried out to identify the trees that need pollarding that back on to Pingle Close.

RESOLVED that the quotation for the works at Roses Sports Ground be approved.

8. COMMUNITY DAY & VE DAY CELEBRATIONS

Members consider outline proposals for VE Day event and budget.

Members were not happy that it had not been through the Community Services Committee, but the Deputy Clerk advised that the letter from the Lord Lieutenant was only received one week ago.

Members did not feel that there was enough time to organise the event and that the Council was already organising a similar event on 6 June.

RESOLVED to write to the Lord Lieutenant inviting him to the rededication of the shelter on 6 June 2015, write to the Lions to see if they will organise the Beacon lighting on Friday 8 May, and not to provide a budget for 10 May for the VE Day celebrations to run alongside the Community Sports and Leisure Day.

9. GAINSBOROUGH TOWN COUNCIL CHARITY CUP

Members were asked to consider the Town Council sponsoring the Gainsborough Trinity Charity Match Cup.

Some Members were of the view that they did not have enough information regarding this and couldn't see the benefit to the wider community.

RESOLVED to sponsor a charity match cup for Gainsborough Trinity Football Club of up to £100.

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

Note: Councillor Boles left the meeting at 8:05pm.

10. YEAR END EARMARKED RESERVES (Paper F)

Note: Councillor Rollings left the meeting at 8:08pm.

Members discussed Paper F.

Note: Councillor Hughes declared a non pecuniary interest as an allotment holder.

RESOLVED that the following be marked as earmarked reserves for year end 31 March 2015.

31/03/14		31/03/15
5.09	Mayors Charity	952.19
16,800.00	Roses AWP Sinking Fund	18,969.84
650.00	Roses Key Deposits	545.00
350.00	Marshalls Key Deposits	495.00
0.00	Levellings Key Deposit	50.00
3,000.00	Cemetery Toilet Refurbishment	3,000.00
5,265.00	Bus Shelters	0.00
2,000.00	Richmond House Maintenance	2,000.00
800.00	Aisby Walk Skate Park Maint.	1,800.00
1,000.00	Benches	1,600.00
20,000.00	General Grounds Project Fund	20,000.00
0.00	Events 2015/16	6,000.00
0.00	Community Grants 2015/16	7,500.00
0.00	Christmas Lights Event 2015	2,000.00
0.00	Forces Day 6/6/2015	1,300.00
0.00	Cemetery - Edge Design - Cemetery	1,300.00
0.00	Cemetery - Tree Maintenance	2,650.00
0.00	Marshalls - Car Park Maintenance	10,000.00

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0.00	Richmond Park - New Grounds Furniture	3,000.00
0.00	Street Furniture - Notice Boards	1,500.00
0.00	Allotments - Asbestos Removal	1,730.00
0.00	All Sites - Footpath Maintenance	5,000.00
0.00	Staff Training	1,000.00
0.00	Staff DBS Checks	715.00
0.00	Town Plan	359.43
0.00	FDO - Linx 5's Affiliation	400.00
0.00	FDO - Sport England Lottery Fund for Walking Football	5,934.00

The meeting was closed at 8:42pm

Chairman