

GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House, Morton Terrace, Gainsborough on Tuesday 21 June 2016 at 7:00pm

Present: Councillor Paul Key (Chairman)
Councillor Richard Craig
Councillor David Dobbie
Councillor Sally Loates
Councillor Doris Turrell
Councillor Kenneth Woolley (ex-officio)

In Attendance:

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

Also Present: Councillor Tim Davies

1. APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillor Matthew Boles
Councillor Kenneth Woolley advised he would be arriving late

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 declarations were made.

3. MINUTES (Paper A)

i. Minutes of the meeting of Management and Finance Committee held Tuesday 17 May 2016

RESOLVED that the minutes of the Management and Finance Committee meeting held on Tuesday 17 May 2016 be confirmed and signed as a correct record.

4. FINANCIAL REPORTS FOR MAY & JUNE

i. Unpaid Expenditure Transactions for 15 June 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 21 June 2016 for payment.

- ii. Cashbook Summary (including due and unpaid transactions) for 15 June 2016 (Paper C)

Members considered Paper C and the Revised Paper C.

RESOLVED that Members note Revised Paper C - Cashbook Summary (including due and unpaid transactions) for 21 June 2016.

- iii. Budget Comparison Report (including due and unpaid transactions) for 15 June 2016 (Paper D)

RESOLVED that Members note Paper D Budget Comparison Report (including due and unpaid transactions) for 15 June 2016 .

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

RESOLVED to accept and sign off the Bank Reconciliation for 31 May 2016.

6. DEBTORS LIST (Paper F)

RESOLVED under Standing Order 14n to exclude the Public and Press for this agenda item.

Members thoroughly discussed Paper F and the Revised Paper F and the RFO answered questions / queries with regards to the outstanding payments.

RESOLVED to write off the 7 outstanding payments highlighted on the Revised Paper, for reasons of either over claim of grants, unused bookings or no longer owner of the premises.

Note: Councillor Key voted against the above resolution.

RESOLVED to reinstate Standing Orders, in order for Press and Public to join the meeting.

Note: Councillor Woolley arrived at the meeting.

7. INSURANCE (Paper G)

Further to the request at the previous meeting a quote was sought for £145.85 to cover the further 10 Members of staff for key personnel insurance.

RESOLVED to insurance the remaining 10 Members of staff for key personnel insurance at a cost of £145.85 per annum.

8. CHRISTMAS LIGHTS (Paper H)

Members thoroughly discussed the paper.

RESOLVED to RECOMMEND TO FULL COUNCIL that the Management and Finance Committee are fully in support of installing lamp post decorations along Trinity Street but for full Council to determine the number for decorations. Also that Full Council discuss the Big Red Barn event and make an informed decision.

9. INTERNAL AUDIT REPORT (Paper I)

Members reviewed Internal Audit Report and considered its effectiveness.

RESOLVED to note the Internal Audit report and consider it to be very effective.

10. DOG CONTROL ON SPORTS GROUNDS (Paper J)

RESOLVED to defer to the end of the meeting.

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

11. RISK MANAGEMENT (Paper K)

RESOLVED that Members note and review the risk management policy and procedures and raise any concerns when it is next reviewed in 3 months time.

12. SOUTH WEST WARD ELECTION

Note: Councillors Key and Craig voted for, Councillors Woolley and Turrell voted against and Councillor Loates and Dobbie abstained from voting.

With the Chairmans casting vote it was: -

RESOLVED that Council do have Poll Cards for the election.

13. CEMETERY TOILETS (Paper L)

Members considered a project proposal from Friends of Gainsborough Cemeteries and Chapel to upgrade the toilet block near to the chapel. The project will cost of £6,000 and have asked the Town Council to contribute £1,000.

RESOLVED TO RECOMMEND TO FULL COUNCIL to contribute £1,000 to the Friends of Gainsborough Cemeteries and Chapel toilet project from general reserves.

14. CEMETERY COMPLAINT (Paper M)

RESOLVED under Standing Order 14n to exclude the Public and press from the meeting.

Members considered the complaint received concerning a headstone erection.

RESOLVED to contact the grave owner and the stone mason and meet on site to advise that the bottom of the plinth needs to be below ground and move further onto the grave space.

Members were advised that new cemetery regulations were being put together and would go to the Cemetery Working Group.

15. LEVELLINGS BOUNDARY FENCE COMPLAINT (Paper N)

Members considered the complaint regarding Levellings boundary fence.

RESOLVED to repair the chain link fence down both the Alfred Street and Ropery Road sides of the park.

10. DOG CONTROL ON SPORTS GROUNDS (Paper J)

A Member had serious concerns that the Council was not able to put such regulations in place.

RESOLVED that more information be presented at the next meeting and extend the concerned areas to include cemeteries, parks and play areas.

The meeting closed at 9.49pm