

## GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House, Morton Terrace, Gainsborough on Tuesday 21 November 2017 at 7:00pm

**Present:** Councillor Richard Craig (Chairman)

Councillor Harry Clarke  
Councillor David Dobbie  
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 Matthew Boles (ex-officio)  
Councillor Dennis Dannatt  
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**

No declarations made.

Note: Councillor Clarke arrived at the meeting at 7:09pm.

**3. MINUTES (Paper A )**

- i. Minutes of the meeting of Management and Finance Committee held Tuesday 17 October 2017

**RESOLVED** that the minutes of the Management and Finance Committee meeting held on Tuesday 17 October 2017 be confirmed and signed as a correct record.

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

**4. FINANCIAL REPORTS FOR OCTOBER & NOVEMBER 2017**

- i. Unpaid Expenditure Transactions for 15 November 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 21 November 2017.

- ii. Cashbook Summary (including due and unpaid transactions) for 15 November 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 21 November 2017.

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

- iii. Budget Comparison Report (including due and unpaid transactions) for 15 November 2017 (Paper D)

**RESOLVED** that Members note Paper D Budget Comparison Report (including due and unpaid transactions) for 15 November 2017.

Councillor Dobbie noted that Community Services Committee had agreed to use the 2 spare notice boards within the General Cemetery. He requested that a notice board be budgeted for for Queensway in 2018/19.

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

**RESOLVED** to accept and sign off the Bank Reconciliation for 31 October 2017.

**6. RECOMMENDATION FROM MANAGEMENT AND FINANCE COMMITTEE** (Paper F)

**RESOLVED TO RECOMMEND TO MANAGEMENT AND FINANCE COMMITTEE**

Make appropriate budget provision in the 2018/2019 budget in order to carry out a similar event (Community / Armed Forces Day & Football Tournament) in 2018.

**RESOLVED** under Standing Order 14n to exclude public and press due to Personnel issues being mentioned.

**RESOLVED** to include in the 2018/19 budget £4,350 in order to potentially carry out a similar event (Community / Armed Forces Day & Football Tournament) in 2018.

Note: Councillor Clarke and Key voted against the above resolution.

**7. RECOMMENDATION FROM MANAGEMENT AND FINANCE COMMITTEE**

**RESOLVED** to RECOMMEND TO MANAGEMENT AND FINANCE COMMITTEE to extend the seasonal grounds maintenance operatives employment in order to carry out required painting jobs at Levellings, North Warren Cemetery and the General Cemetery, plus potential works at Richmond House and the sports grounds at subject to Management and Finance carrying out a detailed analysis of cost implications.

Councillor Key raised concerns of not consulting with HR prior to agreeing to an extension of contract.

**RESOLVED to RECOMMEND TO FULL COUNCIL** to agreed to the following budget viaments to Cemetery payroll: -  
£1,000 from general play area maintenance  
£1,000 from general cemetery fence maintenance  
£500 from north warren cemetery fence maintenance  
in order to extend the seasonal grounds maintenance operatives employment by 8 weeks (last day 26 February), in order to carry out required painting jobs at Levellings, North Warren Cemetery and the General Cemetery, plus potential works at Richmond House and the sports grounds subject to HR confirming that the proposal causes no issues for the Council.

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

## 8. 2018/2019 BUDGET ESTIMATE

Members considered budget estimate and precept level for 2018/19.  
It was noted that the precept level for 2017/18 was £458,250.

Councillor Key proposed 0% increase.  
Councillor Hopper proposed a 3% increase.  
Councillor Dobbie proposed a 2% increase which was seconded by Councillor Craig.

**RESOLVED** to respond to West Lindsey District Council with an estimated 2% increase for 2018/19 totalling £467,515.

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

## 9. CHANGES TO REMIT OF THE POLICY REVIEW WORKING GROUP (Paper G)

Members considered the proposed change to remit of policy working group.

**RESOLVED** to accept the proposed amendments to the Policy Review Working Group.

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

Note: Councillor Key voted against the above resolution.

## 10. DEBTORS (Paper H)

Members considered and reviewed the debtors list.

**RESOLVED** to write off the following invoice numbers 531,725, 764, 1005, 1152, 2274, 2653, 2662, 2680, 2760, 2764, 2811.

## 11. ROSES GOALS (Paper I)

Members noted that the Football Development Officer obtained £1,000 funding from Tesco Bags for Help to renew some of Roses goals and no longer required any additional funding from Council.

## 12. HR SUPPORT (Paper J)

Members considered appointment of new HR provider following withdrawal of WLDC.

Note: Councillor Dobbie declared a non pecuniary interest as Richard Kane is known to me.

Note: Councillor Key declared a non pecuniary interest as Richard Kane is known to me.

**RESOLVED** to appoint Stallard Kane Associates as the Town Councils HR provider.

**13. COMPLAINT - NORTH WARREN CLOSE** (Paper K)

Members considered a complaint received from Trent View Properties.

**RESOLVED** to response to Trent View Properties to advise that they complaint had been considered by the Council's Allotment Sub Committee and Management and Finance Committee and that the Council felt that there was insufficient evidence to definitively prove that the rat infestation in the properties is the direct responsibility of the Town Council and its adjoining Allotment site. Councillors had noted that the site is adjacent to the river bank and the nearby Mercer Wood and that with evidence of birds being fed next to the properties and the general abundance of rats in any area that the Council could not justify in any expense in responding to the concerns raised.

**14. COMPLAINT - AVIARY** (Paper L)

Members considered a complaint received from Dawn McNaught.

**RESOLVED** for the Chair of the Committee Councillor Richard Craig to write to Dawn Mcnaught to explain arrangements in relation to the Aviary, thank her for her previous and ongoing support, express regret that there had been a situation arise which had caused her concern and assure her of the Council's ongoing commitment to the Aviary.

Meeting closed at 9.23pm