

**GAINSBOROUGH TOWN COUNCIL**

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House,  
Morton Terrace, Gainsborough on Tuesday 9 April 2013 at 7:00pm

**Present:** Councillor Paul Key (Chairman)

Councillor Matthew Boles  
Councillor David Dobbie  
Councillor Vaughan Hughes

**In Attendance:**

Sue Harrison Acting Clerk to the Council

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

Councillor Norman Dinsdale  
Councillor Lesley Rollings

**RESOLVED** to receive the apologies for absence and accept the reasons given.

**2. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND TO RECEIVE ANY APPLICATIONS FOR DISPENSATION**

Councillor Dobbie declared a personal interest in agenda item 11 as he was a former voluntary tutor at YaSiG and a member of staff at YAIL.

**3. MINUTES**

i. Meeting of Management and Finance Committee Tuesday 12 March 2013

**RESOLVED** that the minutes of the Management and Finance Committee meeting held on Tuesday 12 February 2013 be confirmed and signed as a correct record, subject to being noted that with regard to minute 8 the intention had been for Councillor Dobbie to contact all Scandinavian Embassy's and with regard to minute 4 the minutes had actually been seconded by Councillor Key.

**4. FINANCIAL REPORTS FOR MARCH 2013 (Papers A, B & C)**

Members considered and debated at length Papers A, B and C regarding Unpaid Expenditure Transactions for 1 April 2013, Cash Book Summary (Including Due and Unpaid Transactions) and Budget Comparison Report for 1 April 2013.

A Member questioned whether the Mayor's allowance should be taxed at source and the Acting Clerk undertook to provide the information to Councillor Dobbie.

The Chairman expressed his concern that the income list had not been provided to him as requested and asked that this be rectified and he also questioned unrepresented expenditure regarding the use of a JCB on the Levellings and the cost of the utilities.

In respect of the Financial Summary – Cashbook Members noted that the shortfall had in fact been reduced to the very small sum of £1,513.73 which they thought was an excellent achievement, whilst noting that the advance of precept was show on page 3 of the Budget Comparison.

**RESOLVED** that the financial reports for March/April 2013 be received and approved.

Note: Councillor Key wished to be recorded as voting against the approval of the above.

**5. APPOINTMENT OF ACCOUNTANTS TO COMPLETE YEAR END ACCOUNTS 31<sup>ST</sup> MARCH 2013 AND TO UNDERTAKE PAYROLL FOR 2013/14**

The Acting Clerk asked Members approval to appoint ABC Accounting Services to complete the year end accounts for 31<sup>st</sup> March 2013 and to undertake payroll for 2013/14 also. In so doing she advised that the process this year would be much easier as the Councils financial system would produce automatically all the relevant information required to undertake this process.

**RESOLVED** that ABC Accounting Services be requested to complete the year end accounts for 31 March 2013 and to undertake the payroll for 2013/14.

**6. COMMUNITY PAYBACK COSTS (Paper D)**

**RESOLVED** that consideration of this item be deferred to the next meeting.

**7. REFURBISHMENT OF TOILET BLOCK AT THE GENERAL CEMETERY**

Further to the decision of the Personnel Committee for the existing toilet block at the General Cemetery to be refurbished and for quotations to be received and to be submitted to the Management and Finance Committee for approval of the final cost, the Acting Clerk reported receipt of 3 quotations, one which would bring the toilets up to disabled standard, in the sum of £3,200 in addition to which Northern PowerGrid would require the sum of £653 to connect any electricity supply to the site.

Various Members felt that this was a facility that should be provided by the Town Council for staff and for Members of the Public alike but expressed concerns as to the funding of such a refurbishment.

It was noted however, that in the previous financial year that an additional £10,000 income had been received in respect of burials at the Cemetery.

After detailed discussion it was **RECOMMENDED** that the decision regarding the refurbishment of the toilets at the General Cemetery be considered by Full Council and that the Acting Clerk in the mean time look at budget availability.

**8. NORTH WARREN ROAD DEPOT AND ROSES WATER**

The Acting Clerk reported recent communication between herself and West Lindsey District Council regarding the water supply to Roses Sports Ground which was a joint supply with that of West Lindsey District Council North Warren Road Depot.

The District Council had recently received a bill for the period 2010/12 with an exceptionally large use of water during the 2010-2012 period. The District Council were now asking whether the Town Council had noticed any leaks on the stand pipes and/or the toilets during this period in order to appeal to Anglian Water for a leakage allowance.

Going forward the District Council needed to resolve the issue with the connection between the two properties when at some point the connection would have to be disconnected or a sub-meter installed. The District Council did not agree with the Acting Clerks submission that the cost of installing the sub-meter should be met by the District Council as the connection currently means that the Town Council are provided with free water. Their preferred option would be to cut off the connection altogether. The Acting Clerk stated that it was important for the Town Council to have a water supply at this location. Members noted that information was being obtained from the bowls club as to possible water leaks during this period and whether there would be any other explanation for this high volume of use during this period.

**RESOLVED** that West Lindsey District Council be informed that the Town Council is continuing to look into this anomaly and will respond as soon as possible and in the meantime the heads of agreement be looked at and reported back to the Management and Finance Committee.

**9. SOUTH HUMBERSIDE LADIES LEAGUE FINALS DAY – REQUEST TO USE FOOTBALL PITCHES FREE OF CHARGE**

The Chairman reported receipt of a letter from Marshalls Sports Club requesting the football pitches free of charge for the finals day to be held in April.

Members expressed the view that the provision of pitches free of charge would set a dangerous precedent, however, following some discussion it was suggested that it may be possible to sponsor this event by way of a sum of £100 subject to the siting of the Town Council banner.

**RESOLVED** that the South Humberside Ladies League finals day be sponsored to the sum of £100 subject to agreement to the siting of the Town Council banner and that this amount to be taken out of either the events budget or publicity budget.

**10. REPAIR OF CHAIN OF OFFICE (Paper E)**

The Acting Clerk reported that a quotation had been received for repairs to the Chain of Office amounting to £650. It was noted that only one quotation had been received but the Acting Clerk stated that this was a very specialist area of work and that she did not anticipate a great variation in cost.

**RESOLVED** to recommend that Council consider the cost of repairing the Chain of Office and in the mean time the Acting Clerk make enquiries as to whether this is covered by insurance.

**11. TO CONSIDER THE REQUEST FROM HILL HOLT WOOD TO USE RICHMOND PARK FOR HORTICULTURAL TRAINING (Paper F)**

Members were of the view that Hill Holt Wood would be an excellent long term partner for the Council; however, such an arrangement to work at Richmond Park and to erect a polytunnel required some form of agreement which would give boundaries and frame work.

The Acting Clerk confirmed that copies of risk assessments and insurance had been received. Members were of the view that a written tenancy agreement should be provided by Hill Holt Wood for a period of 12 months initially with exit clauses and for this to be produced in time for the next meeting of Management and Finance Committee. In addition there should be monthly meetings with the Town Council in order to review progress and any issues.

**RESOLVED** that Councillor Hughes speak with Hill Holt Wood and request them to draw up a Tenancy Agreement with exit clauses, terms of arrangement, to be annually renewed, etc to be submitted in time for the next meeting of the Management and Finance Committee.

**12. GAINSBOROUGH TOWN FC COUNTY CUP FINAL – REQUEST FOR FINANCIAL SUPPORT TOWARDS THE COST OF THE FINALS NIGHT AT LINCOLN CITY FOOTBALL GROUND**

Members noted that the event was in fact taking place that evening and were of the view that the request had not been submitted in time for consideration out of the previous year's budget.

**RESOLVED** that on this occasion the Town Council feel unable to make a financial contribution due to the late submission of the request.

The meeting concluded at 9:12pm

Chairman