

**GAINSBOROUGH TOWN COUNCIL**

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House, Morton Terrace, Gainsborough on Wednesday 17 July 2013 at 7:00pm

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

Councillor Matthew Boles  
Councillor Richard Craig  
Councillor Norman Dinsdale  
Councillor Lesley Rollings

**In Attendance:**

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

**Also in Attendance:** Councillor John Butler

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

Councillor David Dobbie

**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**

No interests were declared.

**3. MINUTES**

i. Minutes of the meeting of Management and Finance Committee held Tuesday 18 June 2013

**RESOLVED** that the minutes of the Management and Finance Committee meeting held on Tuesday 18 June 2013 be confirmed and signed as a correct record, subject to it being noted that Councillor Dinsdale had given his apologies.

**4. FINANCIAL REPORTS FOR JUNE / JULY 2013 (Papers A, A (revised), B, B (revised) & C)**

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

Members considered and debated at length Papers A regarding Unpaid Expenditure Transactions for 11 July 2013, A revised regarding Unpaid Expenditure Transactions for 17 July 2013, B Cashbook Summary (including due and unpaid transactions) for 11 July 2013, B revised Cashbook Summary (including due and unpaid transactions) for 17 July 2013 and C Budget Comparison Report (including due and unpaid transactions) for 11 July 2013.

**RESOLVED** to accept and approved the following Papers A revised regarding Unpaid Expenditure Transactions for 17 July 2013, B revised Cashbook Summary (including due and unpaid transactions) for 17 July 2013 and C Budget Comparison Report (including due and unpaid transactions) for 11 July 2013.

**5. COUNCILLOR FINANCE TRAINING**

The Clerk informed Members that he had approached Edge Design to see if they will attend site and carry out some training on the finance software, in order for Members to understand the reports produced.

**RESOLVED** to accept the quotation from Edge Design of £285 to deliver some training to Councillor on the computerised finance software report.

**6. RISK MANAGEMENT POLICY (Paper D)**

Members considered Paper D.

**RESOLVED** to **RECOMMEND TO FULL COUNCIL** to adopt the Risk Management Policy subject to the fourth column being completed.

**7. BUILDING VALUATIONS OF RICHMOND PARK & GENERAL CEMETERY CHAPEL (Paper E)**

Note: Councillor Hughes declared a non-pecuniary interest as an Estate Agent.

The Clerk informed Members that the Council maybe underinsured for Richmond House and the General Cemetery Chapel as it is not clear how the current values were generated.

**RESOLVED** to accept the quotation from Drewery and Wheeldon at a cost of £500 to carry out building valuations for Richmond House and the General Cemetery Chapel.

**8. TO CONSIDER REQUEST TO CARRY OUT METAL DETECTING ON RICHMOND PARK**

The Clerk informed Members he had received a request from a member of the public to carry out metal detecting on Richmond Park.

**RESOLVED** write to the member of the public advising that the Council will not grant permission to carry out metal detecting on Richmond Park.

**9. TO CONSIDER REQUEST FROM ROSE LEISURE BOWLS CLUB TO REDUCE HIRE CHARGES (Paper F)**

Members considered Paper F where the Rose Leisure Bowls Club had requested for a reduction in hire charges for the 2 bowls greens at Roses Sports Ground.

A general discussion ensued; a Member stated that a full review is needed at both Marshalls and Roses Sports Grounds in order to develop both sites.

**RESOLVED** to decline the request from Rose Leisure Bowls to have a reduction in the hire charges, but advise that in the Lease the club should be contributing towards utility charges which the Council have not been recharging for those costs.

**10. MIDTOWN FOOTBALL CLUB**

To Clerk informed Members that Midtown Football Club have since confirmed they do not require an exclusive lease whereby they pay all costs and maintain the ground.

A Member suggested that the Football Development Officer work with the club, and if they request an exclusive lease they may consider relocating to Aisby Walk and obtain funding to develop the site.

**RESOLVED** to defer the item in order for the Football Development Officer to explore all avenues and look into it further.

**11. FUNFAIR ON THE SIR HICKMAN BECKETT BACON MEMORIAL PARK**

The Clerk informed Members that he had received a request from Davy Briggs fair to locate his fair on the Levellings on the 5, 6 & 7 September 2013.

Members were of mixed views with the request.

**RESOLVED** to delegate to the Clerk to negotiate an appropriate fee to site the fair on Levellings on the 5, 6 & 7 September 2013.

Note: Councillor Key voted against the above resolution.

**12. ROSES BOILER**

The Clerk informed Members that Roses Sports Pavilion runs from two large boilers. The results from the recent servicing of the boilers are that one boiler is broken and beyond repair. The engineer has advised that it is possible to merge the boilers so the pipe work runs from one boiler. A quote has been provided of £1,300 to carry out the work.

**RESOLVED** to obtain two further quotes to merge the boilers at Roses Sports Pavilion and delegate responsibility to the Clerk to accept the most cost effective quote.

**13. WETPOUR**

The Clerk brought to the attention of Members wet pour damage across all Town Council park sites.

**RESOLVED** to defer the matter until a review of the budget has been carried out in September 2013.

**14. NEWSLETTER**

Councillor Craig circulated a Town Council newsletter he had produced. He advised that he was happy to write to newsletter on a quarterly basis looking at key projects in the town. The newsletter would be an electronic document for members of the public to access and print themselves as well as copies being printed to be circulated in key locations around the town. Councillor Craig reported that Paul Crompton from WLDC had offer help with the printing.

**RESOLVED** to accept Councillor Craig's offer of producing a quarterly electronic newsletter and for progress, updates and a proof to go to the Community Services Committee.

**15. TO CONSIDER INTERNAL AUDIT REPORT & REVIEW OF ITS EFFECTIVNESS (Paper G)**

**RESOLVED** to defer until the next Full Council meeting with a report from the Clerk.

The meeting concluded at 9:02pm

Chairman