

GAINSBOROUGH TOWN COUNCIL

MINUTES of a Meeting of the Management and Finance Committee held at Richmond House,
Morton Terrace, Gainsborough on Thursday 17 July 2014 at 6:30pm

Present: Councillor Paul Key (Chairman)

Councillor Matthew Boles
Councillor Barry Coward
Councillor Vaughan Hughes

In Attendance:

Mathew Gleadell Clerk

1. APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillor Richard Craig
Councillor David Dobbie
Councillor Lesley Rollings

RESOLVED to accept the apologies and reasons given.

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

None received.

3. MINUTES

i. Minutes of the meeting of Management and Finance Committee held Tuesday 6 May 2014

RESOLVED that the minutes of the Management and Finance Committee meeting held on Tuesday 17 June 2014 be confirmed and signed as a correct record.

4. FINANCIAL REPORTS FOR MAY / JUNE 2014 (Papers A, B and C)

Members considered and debated at length Paper A regarding Unpaid Expenditure Transactions for 11 June 2014, Paper A revised regarding Unpaid Expenditure Transactions for 7yu17 June 2014, Paper B Cashbook Summary (including due and unpaid transactions) for 11 June 2014, Paper B revised Cashbook Summary (including due and unpaid transactions) for 17 June 2014 and Paper C Budget Comparison Report (including due and unpaid transactions) for 11 June 2014.

RESOLVED to accept and approved the following: - Paper A revised regarding Unpaid Expenditure Transactions for 17 June 2014 (save for 11910, 11855 and 11884 which members required further information about), Paper B revised Cashbook Summary (including due and unpaid transactions) for 17 June 2014 and Paper C Budget Comparison Report (including due and unpaid transactions) for 11 June 2014.

Note: Councillor Key voted against approving Paper B Cashbook Summary

5. MONTHLY BANK RECONCILIATION SIGN OFF (Paper D)

After lengthy consideration and discussion it was recognised that the Chair of the Committee requires further training in respect of the varying financial reporting methods being presented to the Councillors. For this reason the Bank Reconciliation was not signed off by the Chair and members resolved as follows :

RESOLVED that the item be deferred until the next meeting to allow for the Chair of the Committee to undertake further training in relation to the financial reporting methods.

6. ROSES AND MARSHALLS CLEANING

Members considered and discussed the paper prepared by the Clerk on this matter. In addition the Clerk explained the nature of discussions he had with ISS when meeting them and reviewing both sites the previous day.

After careful consideration the members resolves as follows :

RESOLVED to continue in a 6 month contract with ISS at the current agreed price but subject to ISS carrying out a deep clean at Marshalls, providing the Council with the appropriate specifications which are agreeable with the Clerk and Operations Manager.

Cllr. Boles left the meeting at 19.44pm.

7. LAND OWNERSHIP (Paper E)

Members discussed the outline proposals submitted in the Paper and also considered the make up of a working group to progress the matter.

RESOLVED as follows :

1. To appoint the Clerk, Cllr. Barry Coward, Cllr. Vaughan Hughes, Cllr. Ashley Perraton – Williams and Cllr. Darren Burr to a working group.
2. That the remit of the Working Group be to consider, prepare and finalise proposals concerning land and asset ownership as between West Lindsey District Council and Gainsborough Town Council.

8. PHOTOCOPIER (Paper F & Paper G)

Members recognised that the Deputy Clerk has the most use of and exposure to the photocopier and therefore they would welcome her input into the discussions.

RESOLVED to defer the matter until the next meeting to allow the deputy Clerk to input into the discussions.

9. GRANT APPLICATION (Paper H)

Members were praiseworthy of the applicant and were keen to support however recognised that current policy and procedure and the absence of a budget for grants meant they were unable to assist at this time.

RESOLVED to decline the application but the Clerk to write to the applicant and invite them to apply at a later time by which point the members hope that policy may have changed and a budget is available.

The meeting was closed at 8:52pm

Chairman