

**SLEAFORD TOWN COUNCIL
MEETING OF THE FINANCE AND STRATEGY COMMITTEE**

Minutes of the meeting of the **Finance and Strategy Committee** held on
Wednesday 29th April, 2015 at 7.30pm
at The Source, Southgate, Sleaford

PRESENT:

Cllr M Graves (Chairman)	
Cllr M Suffield (Vice Chairman)	Cllr C Darch
Cllr J Mathieson	Cllr K Fernandes
Cllr R Dunbar-Beckford	Cllr D Suiter
Cllr G Jackson	Cllr G Titmus
Cllr J Titmus	Cllr M Allan
Cllr P McCallum	Cllr S Fields
Cllr A Snookes	

In attendance: Council Officers: R.F.O. and Project Lead.

The Chairman welcomed all present and apologised for the delay in opening the meeting, as the previous meeting had over-run.

- F&S.1 APOLOGIES.** Apologies, with reasons had been received from Councillors K Dolby and Cllr H Lorimer. These were accepted.
- F&S.2 DECLARATIONS OF INTEREST.** To receive any Disclosable interests. There were none.
- F&S.3 MINUTES.** ***IT WAS RESOLVED THAT:*** the notes of the meeting held on 18th March 2015, be accepted as minutes of that meeting. Votes: Unanimous. The Resolution was carried.
- F&S.4 CHAIRMAN'S REPORT.** – ***IT WAS RESOLVED THAT*** this item be moved into closed session. Vote: Unanimous. The Resolution was carried. The Chairman thanked the officers involved.
- F&S.5 CLERK & PROJECT LEAD REPORTS.** –
- 5.1 **Boston Road – Toilet Works** has been completed.
- 5.2 **Eastgate Car Park – Resurfacing of the Cobbled Area** will be completed in May 2015.
- 5.3 **Eastgate Car Park – Request for resurfacing to be done in stages** Project explained that core samples needed to be taken. Cllr M Allan said that these had been done and the results showed a problem.
- 5.4 **Speed Watch – Update** Carry forward for action by new Council.
- 5.5 **Benchmarking/Best Value** – The Project Lead explained that this had not moved any further and a new date needs to be set.

5.6 **Skate Park – Update** - Project Lead explained that tenders for the skate park had gone out, 2 quotes due in the office by the end of the week and 2 companies declined. These will be reported back to Full Council when opened and evaluated by Project Lead. Project Lead read out a report written by the Clerk updating the council on the anti-social behaviour incidents that have taken place to the skate park.

F&S.6 RFO REPORT. –

6.1 **Action Log** - The RFO apologised that the action log was not circulated as it had not been updated from the last F&S meeting.

6.2 **Debit Card** – The RFO was still waiting for the Debit card or information from the bank but would chase.

F&S.7 FINANCIAL MATTERS.

7.1 **Financial Budget Report 31.04.15 summary** - Cllr M Allan questions why would there be a surplus at the year end. Cllr M Suffield indicated that the market rents was up and this was due to the good attendance at the farmers markets, and requested for these comments be noted in the minutes.

7.2 **Year End 14/15 Financial Accounts & Balances/Reserves** – From the Appendix 1 information the F&S Chairman explained the in year movements and that the Allotment toilets invoice has not yet arrived. There are provisions set aside for the depot if required. The Chairman said there is the required 3 months running costs in the General Reserves. **IT WAS APPROVED THAT**, the recommendation for movements on Appendix 2 be put on Full Council Agenda. Vote: Unanimous

7.3 **Internal Auditors report** – The risks on the Internal Auditors report had been addressed.

7.4 **Appointment of Internal Auditor** - The RFO has been working on the advert for the expressions of interest for the Internal Auditor. The Chairman did express that this should have been in place by May 2015.

7.5 **Long Term Budget (3 year)** – Project Lead submitted a report on the evening and gave a verbal overview.

7.6 **Purchase of Services Equipment** - . **IT WAS RESOLVED THAT** a Hot/Cold pressure washer to be purchased. Vote: 13 For 1 Abstention.

F&S.8 RESOLUTION TO MOVE INTO CLOSED SESSION.

IT WAS RESOLVED THAT “in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be temporarily excluded and they are instructed to withdraw”. Vote: Unanimous. The Resolution was carried

- F&S.9 COUNCILLORS' ALLOWANCES POLICY** – It was noted that the recommendation is passed to the new council formed after 7th May 2015.
- F&S.10 OFFICE PREMISES** – A verbal update was given and noted.
- F&S.11 HR MATTERS** – The Project Lead and RFO left the meeting at 8.40pm Taking into consideration the confidential nature of the business discussed, and following an update from the chairman, **IT WAS UNANIMOUSLY RESOLVED THAT** £16,000.00 is moved from General Reserves to Personnel Earmarked Reserves. Vote: Unanimous. The Resolution was carried. The Project Lead and RFO rejoined the meeting.
- F&S.12 CPO** – The Chairman gave an overview; it was agreed that from the email dated 28th April 2015 a reply to the advisors after the forthcoming elections the email submitted by the Clerk was noted.

There being no further business, the Chairman thanked all for attending and closed the meeting at 8.57pm.

Mrs L Savage
RFO
29th April 2015

