

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

Minutes of the meeting of the **Finance and Strategy Committee** held on
Wednesday 2nd December, 2015 at 7.30pm
at The Source, Southgate, Sleaford

PRESENT:

Cllr M Graves (Chairman)	
Cllr S Clegg	Cllr P Coyne
Cllr K Fernandes	Cllr J Brealeycook
Cllr G Titmus	Cllr D Suiter
Cllr G Jackson	Cllr H Lorimer
Cllr M Allan	Cllr B Allan
Cllr P McCallum	Cllr A Snookes
Cllr J Charlesworth	Cllr J Mathieson

In attendance: Council Officers: R.F.O. and Project Lead. Members of the Public 0 Member of the Press 1.

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

F&S.1 CHAIRMAN'S REMARKS –

001 The Chairman requested that items 7.2 & 7.3 be moved into closed session.
VOTE: 14 FOR, 1 AGAINST. THE RESOLUTION WAS CARRIED.

002 Chairman made reference to the Vice Chairman and with the committee's approval the meeting would continue without a Vice Chairman.

F&S.2 APOLOGIES

003 Apologies, with reasons, had been received from Councillors P Coyne and G Titmus. These were accepted, the attendance register was completed.

F&S.3 DECLARATIONS OF INTEREST –

004 There were no Declarations of Interest to record.

F&S.4 MINUTES 7th OCTOBER, 2015

005 The Chairman apologised that the Minutes had been omitted from Members' packs **IT WAS RESOLVED THAT:** approval of the minutes will be deferred until the next F&S Meeting. **VOTE: 14 FOR, 1 AGAINST. THE RESOLUTION WAS CARRIED.**

F&S.5 CLERKS REPORTS

006 **5.1 Budget 2016/17**

The Project Lead advised that the figures from NKDC which are required for the completion of the 2016/17 budget have not yet been received. All committee's budgets have been previously approved.

007 **5.2 Skate Park Floodlight & Maintenance**
Planning permission has been granted, a further Risk Assessment had been done, with Low to Very Low risks reported. Installation of flood lighting will begin in the near future.

008 **5.3 Dual Control**
Project Lead confirmed that contact has been made with the bank and a date for training from the bank is to be confirmed.

009 **5.4 Shop Front Scheme**
First instalment payment contribution is the process of being paid to NKDC. Project Lead to write a letter to NKDC to ensure continued promotion.

F&S.6 RFO/PROJECT LEAD REPORTS -

010 **6.1 Action Log** – Comments were made regarding various items on the Log. The Chairman advised that work from the Action Log would be done in order of priority.

011 **6.2 Market Income** – The Project Lead noted that revenue has declined, and a Councillor also commented that the Farmers' Market had fewer stalls of late. The Chairman of GP noted the comments.

012 **6.3 Depot & Tractor Shed** – Plans in Members' packs were a first draft only. Councillors comments included:

- Would the vehicles have enough turning circle.
- Would there be enough room for the vehicles
- If the vehicles/equipment being stored currently are still in use if so could some of these items be stored elsewhere.
- The cemetery building to be looked into at the same time.
- Not appropriate to clean down the equipment outside the Tractor Shed.

It was suggested that the Services Supervisor be involved and he was to be asked to prepare a specification list.

IT WAS RESOLVED THAT a Working Group was formed made up of Cllrs GJ, MA, MG, DS, GT & KF to look at the Services' requirements in total, rather than the Tractor Shed in isolation. **VOTE: UNANIMOUS. THE RESOLUTION WAS CARRIED.**

IT WAS ALSO RESOLVED THAT a Working Group was formed with Cllrs JBC, BA, GT and GJ "New Premises Working Group". **VOTE: UNANIMOUS. THE RESOLUTION WAS CARRIED.**

F&S.7 FINANCIAL MATTERS –

013 **7.1 Budget Comparison Report** –It was noted that the Committee would receive a quarterly report in January.

It was suggested that Agenda Item 9 be in Open Session.

F&S.9 TRAFFIC MODELLING –

014 Councillor Mathieson is no longer a member of the Strategic Planning W/G. The Chairman proposed that NKDC should be invited to give a presentation at a future meeting. Cllr JC requested that Karen Bradford a representative from NKDC be invited. Cllr M Allan requested that it be minuted that he had not would complete his report as soon as possible.

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

015 ***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: 14 FOR, 1 AGAINST THE RESOLUTION WAS CARRIED.***

F&S.7 FINANCIAL MATTERS –

016 **7.2 Retrospective Financial Corrections** - The Chairman advised that items 7.2 a-d had been previously approved by council. Due to the office premises move, councillors were unable to sign the financial paperwork, Cllrs Jathieson and P. Coyne were assigned to sign these retrospectively. The Chairman further advised that in the absence of the RFO, some of these payments had been made before reporting them to committee. The Chairman and committee were assured that this was an oversight and would not happen again. The nominated councillors above were requested to sign off these corrections if they were satisfied that the payments were in order.

017 **7.3 Retrospective Financial Report** – RFO explained that Transaction List 1 previously supplied contained errors. This report showed the corrections. The Chairman and committee also assigned Cllrs Mathieson and Coyne to sign the report retrospectively if they were satisfied with the Report. ***VOTE: UNANIMOUS. THE RESOLUTION WAS CARRIED.***

F&S.10 HR MATTERS-

018 There being no current HR issues, this item will be removed from future agendas.

There being no further business, the Chairman thanked all for attending and closed the meeting at 9.30pm.

Mrs L Savage
RFO
10th December 2015
LS/sms