

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

Minutes of the meeting of the **Finance and Strategy Committee** held on
Wednesday 7th October, 2015 at 7.45pm
at The Source, Southgate, Sleaford

PRESENT: Cllr M Graves (Chairman)
Cllr M Suffield (Vice Chairman) Cllr S Clegg
Cllr K Fernandes Cllr J Brealeycook
Cllr K Dolby Cllr D Suiter
Cllr G Jackson Cllr H Lorimer
Cllr M Allan Cllr B Allan
Cllr P McCallum Cllr A Snookes
Cllr J Charlesworth

In attendance: Council Officers: R.F.O. and Assistant Clerk

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 Chairman made reference to the Action Log page 2 that the Car Parking W/G had not yet met, a meeting date was set.
- 002 The Chairman referred to Minutes 5th August, item F&S.12 S106 Agreement Handley Chase has been signed: however the S106 agreement has yet to be finalised.

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

- 005 **IT WAS RESOLVED THAT:** the notes of the meeting held on 5th August 2015, be accepted as minutes of that meeting. **Votes: 12 For, 2 Abstentions. The Resolution was carried.**

F&S.5 CLERK & PROJECT LEAD REPORTS

- 006 Cllr M Allan requested that the Clerks & Project Leads reports be separated on future agendas.
- 007 **5.1 Cemetery Fees -** The Chairman explained that it is only for F&S to approve once complete and as such this item was deferred.
- 008 **5.2 Public Contract Regulations 2015 – IT WAS UNANIMOUSLY RESOLVED THAT** this regulation be in addition to and not an amendment in the Standing Orders and Financial Regulations.

- 009 **5.3** 2016-17 Budget – The Chairman advised that if no increases in charges were to be made on the Band D properties, a transfer from reserves would be required.
- 010 The matter of depot and tractor shed premises should be addressed as matter of urgency.
- 011 **IT WAS UNANIMOUSLY RESOLVED THAT** the Band D charges to remain the same; that depot and tractor shed premises' costs be addressed as soon as possible; that Income streams in the new premises be investigated and that all committees would review their expenditure during 16/17.
- 012 **5.4** Reserves – Councillors noted that all balances had been moved.
- 013 **5.5** Councillors Allowances – As an alternative to forming a Working Group, the Chairman proposed that a vote be taken as to whether any changes are required. This was agreed and **IT WAS UNANIMOUSLY RESOLVED TO** maintain the allowances at the current rate.
- 014 **5.6** Council Projects: It was noted that committee projects remain under the auspices of this committee until transferred to the appropriate managing committee or Full Council.

F&S.6 RFO/PROJECT LEAD REPORTS -

- 015 **6.1** Action Log – (1) Colour coding, Skate Park, page 3 to be amended. (2) Query regarding removal of lay-by from Highways to be referred to Services Committee.
- 016 **6.2** Dual Control – The Chairman pointed out RFO's daily spending restriction, the cost implication of the dual control route and the eight dormant bank accounts. There was discussion on the protection on monies held. The RFO suggested making contact with the Internal Auditor for clarification.
- 017 **IT WAS UNANIMOUSLY RESOLVED TO** authorise the RFO to finalise the arrangements for Dual Control, 5 councillors were authorised as in conjunction with the bank mandate and agreement to the closure of the 8 dormant bank accounts.
- 018 The Chairman requested that the CCTV contribution expenditure budget line and review requested of NKDC be looked into.

F&S.7 FINANCIAL MATTERS –

- 019 The RFO advised that the budget is on track at the six-month point, individual budget lines were identified for comment. This item was **noted**.

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

- 020 **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 TRAFFIC MODELLING –

- 021 It was noted that further liaison with the Council's Consultants with regard to their letter (final three points) 01.08.15 is required. Cllrs Allan and Mathieson to liaise. A full report will be submitted to next F&S Committee.

F&S.10 CHRISTMAS LIGHTS-

022 Cllr G Jackson advised that the Working Group and Lighting Contractors had met to discuss the options of buying or hiring Christmas lighting. It is understood that the initial outlay costs are recouped in years two and three. **IT WAS RESOLVED THAT** a virement of £10,000.00 from Earmarked Reserves Major Equipment to GP Committee budget line 10080/5 New Lights be made and that this sum would be replaced in Years 2 (2016/17) and 3 (2017/18), **Vote: 12 For and 2 Against. THE RESOLUTION WAS CARRIED.**

F&S.11 SKATE PARK –

023 Cllr Suffield explained the report. There was lengthy discussion regarding the procurement process.

024 **IT WAS RESOLVED THAT** the process is undertaken again; that a qualified designer be asked to prepare a specification which will be sent out to tender.

025 It is noted that this process must comply with the new Public Contract Regulations, 2015. Report to be presented in first instance to Services Committee.

026 A Recorded Vote was requested:

For the Resolution: Councillors M Allan, B Allan, J Brealeycook, S Clegg, G Jackson, J Charlesworth, M Suffield (7)

Against the Resolution: Councillors K Dolby, H Lorimer, P McCallum, K Fernandes, A Snookes and D Suiter (6)

Councillor M Graves **Abstained. THE RESOLUTION WAS CARRIED.**

F&S.12 OFFICE PREMISES SUPPLEMENTARY BUDGET REQUEST –

027 IT WAS UNANIMOUSLY RESOLVED to authorise funds for running costs: utilities, rent, and business rates.

F&S.13 HR MATTERS-

028 **13.1** Personnel Advice – **IT WAS UNANIMOUSLY RESOLVED** to vire £2,000 from Earmarked Reserves (Personnel) to the Personnel Committee for an item of consultancy work.

029 **13.2** Recruitment of Senior Officer – This item was withdrawn.

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

Mrs L Savage/sms

RFO

7th/16th October 2015