

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

Minutes of the meeting of the **Finance and Strategy Committee** held on  
Wednesday March 20<sup>th</sup> 2013 at 7:30pm  
at The Source, Southgate, Sleaford

**PRESENT: Cllr M Graves (Chairman)**

Cllr I Dolby (Vice Chairman)	Cllr M Allan	Cllr D Andrews
Cllr D Birks	Cllr J Charlesworth	Cllr B Dunbar-Beckford
Cllr K Fernandes	Cllr G Jackson	Cllr H Lorimer
Cllr J Mathieson	Cllr T Mayfield	Cllr D Suiter
Cllr G Titmus	Cllr B Watson (Leader)	

**Also present:** Mrs S McIntyre (Clerk), Mrs M Waddingham (Assistant Clerk), Mrs L Savage (RFO) and a representative from the press.

The Chairman welcomed all present.

**F&S.1 APOLOGIES.** Apologies, with reasons had been given to the Clerk from Councillors D Vere-Critchler, K Dolby and J Titmus. These were accepted.

**F&S.2 DECLARATIONS OF INTEREST.** To receive Disclosable pecuniary interests in accordance with S.34 of the Localism Act 2011.

There were none.

**F&S.3 MINUTES.** The Clerk's Notes from the meetings held on January 30<sup>th</sup> and February 27<sup>th</sup>, 2013 have been circulated.

The Chairman proposed and Cllr B Dunbar-Beckford seconded, that the Notes from the meetings held on January 30<sup>th</sup> and February 27<sup>th</sup> 2013, with 3 minor amendments, be accepted as Minutes of these meetings.

Vote – 12 for and 3 abstentions. The Resolution was passed, the Chairman signed the Minutes.

**F&S.4 CHAIRMAN'S REPORT.**

- The Chairman asked that all Committee Chairman check all budget lines within their budgets as it is coming the Year End – if they have any queries, to speak to the RFO.
- Once the year end is completed the out turn to be compared with the budget approved in January. This item to be added to the Action Log.
- Recommendations placed before Full Council on 13<sup>th</sup> indicating where surplus for the year will be allocated will be placed before Full Council for approval subject to the funds being available.

Cllr D Birks asked if new office premises had been budgeted for. The Chairman replied that there was no approved resolution to support this.

## **F&S.5 CLERK'S REPORT.**

- **ACTION LOG** – The Clerk explained that these are still working progress and Councillors should contact the office with any queries. The Chairman clarified questions that were asked.
- **F.I.T.** - The Clerk explained that the Deed of Dedication is to be signed in the presence of the Clerk. A discussion took place if it was the remit of the Full Council to sign this Deed. It was agreed that the Deed of Dedication to go to Full Council for approval.
- **E mail from Mr R Smith re Highways issues** – The Clerk explained the e-mail. The Chairman said he would like STC to be involved at very early stages of any traffic proposals and to seek clarification whether a traffic model was produced or the existing one tested against the proposals for a considerable increase in residential development.

The Chairman proposed and Cllr K Fernandes proposed that the Clerk writes a letter to Mr R Smith to ask for involvement.

Vote- 15 for. The Resolution was passed.

## **F&S.6 VIREMENTS, if any.** None for this meeting.

## **F&S.7 FINANCIAL REPORT**

- Overview of whole council's position. The Chairman explained and answered questions on bank charges. The Clerk explained "other income" budget line.
- Internal Auditor's report – The Chairman explained VAT and the RFO's report. There was a discussion about the different bank accounts. The Chairman and the RFO to work together to get advice on the bank accounts and reduce the number of accounts that TC have to a minimum.

The Chairman proposed and Cllr M Allan seconded that holiday/sick cover for the RFO to go to the Personnel Committee.

Vote – 15 for. The Resolution was passed.

## **F&S.8 FROM LAST MEETING:**

- **Town Plan WG** – has not met – meeting to be arranged as soon as possible.
- **Eastgate Car park WG** – meeting held February 8<sup>th</sup> and March 15<sup>th</sup>. A report from the WG to go to FC on April 10<sup>th</sup>. The Clerk said the deadline for this written report is April 3<sup>rd</sup>.
- **Best Value** – Meeting was arranged for February 15<sup>th</sup>. The Chairman said no members of the WG or officers attended this meeting. WG to meet Friday 12<sup>th</sup> April at 10am – members are MG, MA, DVC, DS, ID.
- **Money's Yard toilets** – The Clerk explained that NKDC have confirmed 12 months only from April 1<sup>st</sup>. Reviewed annually.

After a lengthy discussion, the Chairman proposed that a letter is written to NKDC to ask for a longer Lease. Seconded by Cllr M Allan.

Vote – 15 for. The Resolution was passed.

**F&S.9 SLEAFORD REGENERATION GROUP MEETING** – This Feb 25<sup>th</sup> Cllr M Graves, Cllr B Watson and the Clerk attended.

The Chairman proposed and Cllr M Allan seconded that Mr L Fleming and Mr A McDonough are invited to a Council Meeting so that concerns and comments can be asked about the Masterplan.

Vote – 15 for. The Resolution was passed.

Cllr M Allan said that North Hykeham Town Council could be approached and asked about their views on the core strategy.

**F&S.10 FUTURE AGENDA ITEMS.**

Cllr B Watson – Empty shops in the Town – pressure on landlords to tidy up.

**F&S.11 RESOLUTION TO MOVE INTO CLOSED SESSION.** It was proposed by Cllr K Fernandes, 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. Seconded by Cllr I Dolby.

Vote –15 for. The Resolution was passed.

The member of the press left the meeting.

**F&S.12 MUSEUM PROJECT** – STMP Group agreed a lease between the TC and SMT – to be noted and approved by this meeting.

It was resolved that the draft lease should be accepted, provided that the section about an automatic right to renew for a further 25 years is removed.

**F&S.13 A TOWN COUNCIL** – External Audit report about a Town Council may have revealed some financial and/or pension implications.

The report from the Clerk clarified a concern about pension implications. The Chairman said that there were some issues which may need to be explored in future audits and the internal auditor will be made aware and ask to comment in future reports.

**F&S.14 OFFICE PREMISES** – Cllr I Dolby. The Chairman said that the four proposals in the report should be added to the original 5 from F and S 21.11.12 (Action log page 12.)

After discussion and an amendment, it was resolved that:

- Re-evaluation of both the Council, and if required, any community need is undertaken.

- That initial parameters are identified to help officers source and evaluate alternative premises
- A comparable cost of any provision is presented to Council in any proposition.
- The likelihood of grant funding is established and reported back to Council
- Officers are permitted to make further enquiries with any suitable accommodation options.
- Preliminary enquiries with Public Works Loan Board to establish possible parameters - compare re-payments with existing outgoings for current premises and meeting room. All loan types should also be considered.
- Examine the Budget to allow for re-payments and whether any precept increase may be needed.
- In a special public meeting, or part of a publicised existing public session, brief the public present as to our intentions and sound their views about taking on a PWLB for this reason over xx years.
- Nominate a small working group - ID, KD, GT, BW, to work with councillors, delegate the authority through this Group, to the Clerk to act swiftly if necessary - but within clearly defined parameters to allow time to call an extra meeting.

**F&S.15 EASTGATE CAR PARK – Lease for dedicated car park spaces. The Chairman explained the lease requirements for 6 spaces.**

It was resolved that the lease is not renewed on April 1<sup>st</sup>. A full report would be submitted for the FC meeting on April 10<sup>th</sup>, where the matter will be discussed.

It was resolved that it should be renewed for a year, then a review can take place during the year ready for 2014.

A vote for this amendment was called:

This Resolution failed.

A vote was taken for the original proposal and carried.

At 9.10pm, there being no further business, the Chairman closed the meeting.