

**Minutes of meeting: GOVERNANCE & FINANCE COMMITTEE**

**Date and Time: Monday 20<sup>th</sup> December 2021 19.00**

**Venue: The Old Courthouse**

Present: Cllr Stott (Chair), Martin (Vice-Chair), Blaney, Brock, P Harris, Perry, Rainbow

Apologies: Cllrs Lightwood, Roberts, Thompstone

**AGENDA**

**Due to the current coronavirus situation, the Chair proposed deferring all items excluding 40.2, 40.3, 40.5 and 42 until the next meeting. Agreed unanimously.**

**GF21/10/35 Apologies for absence**

Reasons were approved

**GF21/10/36 Questions from members of the public.** (The positioning of this item on the agenda may be varied by resolution of the Council to facilitate involvement by members of the public). NONE

**GF21/10/37 To receive any declarations of interest**

*Members are hereby reminded of sections 26-34 and Schedule 4 of the Localism Act 2011.* NONE

**GF21/10/38 Chairperson's Announcements**

NONE

**GF21/10/39 To approve previous minutes from Monday 25<sup>th</sup> October 2021**

39.1 Matters Arising – for information only. NONE

**GF21/10/40 Finance matters**

40.1 Summary/Overview of Southwell Town Council accounts and reserves position November 2021 – deferred

40.2 Bills for Payment – December

Proposed Cllr Martin                      Seconded Cllr Rainbow

Approved unanimously

40.3 Late Bills for Payment

Proposed Cllr Martin                      Seconded Cllr Rainbow

Approved unanimously

40.4 Mobile Pay by Phone – deferred

40.5 Legionella & Fire Alarm Quotes

Our current legionella company has cancelled our contract and no testing has been done since August 2021. Three companies were approached for quotes – only one replied and they have done a risk assessment on all STC properties. The Clerk cannot recall a risk assessment ever being carried out on the Courthouse or Workmen's garage. The risk assessment has highlighted issues that need

addressing. Cllr P Harris proposed doing the legionella checks ourselves against the recommendation of the Clerk and Deputy Clerk.

**Deputy Clerk to check with insurers if this would be acceptable.**

**Deputy Clerk to circulate the risk assessment to all councillors.**

The proposal to accept the quote was rejected by majority. It was proposed to delegate the decision to Cllrs Stott, Martin and P Harris subject to further information being received.

Proposed Cllr Blaney                      Seconded Cllr Brock

Approved unanimously

Fire Alarm quote approved unanimously.

40.6 Skate Park Proposal – deferred

**GF21/10/41 Budget Preparation 2022/23**

Budget Working Group Meeting – Tuesday 4<sup>th</sup> January at 1.30pm

**GF21/10/42 To resolve on whether the Council will move into closed session in accordance with the Public Bodies (admission to meetings) Act 1970 as amended by Section 100 of the Local Government Act 1972 for the following confidential item.**

**Agreed unanimously**

**Neighbourhood Plan – Consultant Appointment**

Three consultants had been approached for expressions of interest, only one replied. After a discussion, it was agreed to appoint Steven Kemp – 3 votes for and 3 abstentions.

Cllr Blaney expressed concern over the potential financial risk.

**GF21/10/43 Date of next meeting – 21<sup>st</sup> February 2022**

**GF21/10/44 Items for Discussion at next meeting**

44.1 Fees & Charges Market and Car Parks

44.2 Courthouse Chambers/Old Courthouse Rental Potential

44.3 Mobile Pay by Phone

Meeting closed 1925hrs