



FINANCE AND SCRUTINY COMMITTEE.

Thursday 7th June 2018

The Old Courthouse, Burgage, Southwell

Present: Cllrs Handley (Vice- Chairman), P Rainbow, B Prentice, A Gregory
In attendance: T Broughton – Clerk to the Town Council,

One member of the public

1 Election of Chairman

AGREED

Proposed Cllr Prentice, Seconded Cllr Gregory

To elect Cllr P Handley as Chairman of Finance and Scrutiny and to resolve the position of Vice-Chairman at the next Ordinary meeting of the Full Council on Wednesday 20th June 2018

Unanimous

2 Apologies for absence

Were received and accepted

Agreed

Proposed Cllr Handley, Seconded Cllr Prentice

Apologies accepted from Cllr Brooker (Personal),

Unanimous

3 Questions from members of the Public

It was stated that there should be clarification on the proposals for the WW1 centenary. Should the council be publicising what it is doing? Members have met with Minster staff and have ideas and suggestions of ways to commemorate and share the costs. It was suggested to have a report back from the meeting with the Minster and this to be reported back to the next Full Town Council on Wednesday 20th June 2018. Clerk to the Town Council has located possible grant funding pots that the council can apply. It was suggested to locate the Perspex Tommy's in the week of Remembrance in various locations. These could be moved on a daily basis during that week. There should not be a material budgetary impact.

4 To Receive any declarations of interest

Members are hereby reminded that, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011, a member with a Disclosable pecuniary interest of which they are aware in a matter who attends a meeting of the council at which the matter is considered must disclose to

that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

No declarations and the meeting is not being recorded.

5 Chairman's Announcements

No announcements.

6 To approve previous minutes dated Wednesday 11th April 2018

6.1 Matters arising – for information only.

AGREED

Proposed Cllr Prentice, Seconded Cllr Handley

Minutes dated 11th April 2018 were approved as a true record.

Unanimous

5.2 Matters arising – For information only .

7 Finance Matters

7.1 Income & Expenditure Report to 31st March 2018 was noted –

7.2 Reserves Position – Clerk noted that the accounts had not been updated due to the delayed end of year close down and are in the process of being completed.

7.3 2018/19 Budget Review – again not available due the accounts not being complete

7.4 2018/19 S137 suggested journals – Archaeology Group room hire – again defer to next Finance & Scrutiny Committee meeting

8 Risk Assessment/Health & Safety Management

Insurance checks have been completed. Minster Chambers has been inspected and actions have been put in place. Asset Register has been updated. Payroll and general Risk Assessments still to be reviewed including cash handling.

9 Financial Regulations – Working Group to begin a review

It was agreed for the Clerk to Town Council to circulate the existing Financial Regulations to the Working Group to being a review.

10 Car Parking Charges and Car Parking Policy – recommendation from Operations Committee dated 9th May 2018 Min no 6

RESOLVED

Cllr Prentice proposed, Cllr Handley seconded

To increase King Street residential permits from 12-14 and residential permit charges to remain as they are. To charge £600 per bay for commercial use in King Street Car Park. To investigate the use of the top of Church Street car park bays by businesses. Church Street permit

prices for residents to remain as they are. Bramley Centre Car Park permits to remain as 3 and charges to remain as they are.

Unanimous

11 Items for communication – none

12 Date of next meeting – 18th July 2018 at 1800, and then 22nd August 19.00

13 Items for discussion at the next meeting

Election of Vice- Chairman – Full Town Council 20th June 2018
Service Level Agreements for Southwell Town Council car parks
Annual Action Plan
Usual Accounts

The meeting closed at 19.45

Signed:..... Date:.....
Chairman, Finance and Policy Committee.