

Notice of meeting : GOVERNANCE & FINANCE COMMITTEE

Date and Time : Monday 23rd August 2021 19.00

Venue: The Old Courthouse/Members of the Public via zoom Link.

Present: Cllrs Stott (Chair), Martin (Vice Chair), Blaney, Brock, P Harris, Rainbow
Cllr Roberts via Zoom

Apologies: None

AGENDA

GF21/08/13 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).

No Public in attendance

GF21/08/14 Apologies for absence

NONE

GF21/08/15 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

NONE

GF21/08/16 Chair's Announcements

NONE

GF21/08/17 To approve previous minutes from Monday 28th June 2021

Proposed: Cllr Brock Seconded: Cllr Martin

Agreed unanimously

17.1 Matters Arising

17.1.1 Car Park Cash Collection Reconciliation

Noted. Awaiting information on upgrading all machines to accept card payments

17.1.2 Car Park Phone Payment System – previously circulated.

After a discussion, option 1 was the preferred payment method. Deputy Clerk to check how the mobile payment system would cope with the 2 free hours available in our car parks and report back at next meeting.

Look at introducing this system in April 2022 to allow for advertising.

17.1.3 Reserves – usage and their limitation

Any proposals, including costs need to be sent to either Governance and Finance or Full Council for approval.

17.1.4 Policy on using War Memorial Recreation and other Grounds Amendments to paragraph 5 were agreed.

Proposed Cllr Harris Seconded Cllr Brock
Draft policies to be put on website.

17.1.5 Licence Request for Guided Walks (Foraging)

After a discussion, it was agreed to establish how many courses/guided walks they intend to have in Southwell and roughly how many people would attend each course.

It was agreed to charge a nominal fee to use our land in return for them to produce electronic maps showing what is found and where it is found.

Deputy Clerk to send email.

17.1.6 Skate Park Project Update - agree cost for initial design works

The Council has been advised that a design brief should be produced for free which form part of the tender application together with a brief.

17.1.6 Insurance Review

Deputy Clerk to check whether the lease for Fiskerton Road is a repairing lease. Agenda item next meeting.

Deputy Clerk to get updated valuations for War Memorial and Market store.

GF21/08/18 Finance matters

18.1 Detailed Income & Expenditure to end July 2021

18.2 Summary Income & Expenditure to end July 2021

18.3 Trial Balance to end July 2021

18.4 Reserves Position to end July 2021 – previously circulated

18.5 Bills for Payment

18.6 Late Bills for Payment

Items 18.1-18.6

Proposed Cllr Blaney Seconded Cllr Harris

Approved unanimously

GF21/08/19 Review of Policies and Procedures

19.1 Draft Risk Management Policy and Risk Register
To Full Council for approval

19.2 Update of Policy List

Deputy Clerk to sort list and add a review column.

GF21/08/20 Market Pricing Structure

Market Working Group to provide a paper for consideration. Look at new pricing system from April 2022. Agenda item December.

GF21/08/21 Projects Pending Cost Estimates

21.1 Renovations to Squire and Cludd Ponds

To go to full council for approval. Possibility of 2/3rds of costs to be raised from other sources.

21.2 Ash Tree Spinney Legal Fees

21.3 Riverside Walk

21.4 Rewilding & Foraging

21.5 EV Charging Points Legal Fees

21.2-21.5 There will be cost implications for these items – as yet unknown.

21.6 Market Canopies

Four quotes have been requested, only one response received to date.

Deputy Clerk to follow up.

GF21/08/22 Date of next meeting – 25th October 2021

Noted.

GF21/08/23 To resolve on whether the Council will move into closed session in accordance with the Public Bodies (admission to meetings) Act 1960 as amended by Section 100 of the Local Government Act 1972 for the following confidential items

- **Money Claim Online Update**
- **Old Courthouse Update**

GF21/08/24 Items for Discussion at next meeting

Signed

Date

Chair Governance & Finance