

Notice of meeting: GOVERNANCE & FINANCE COMMITTEE
Date and Time: Wednesday 08 October 2025 1900hrs.
Venue: The Old Courthouse

Present: Cllrs R Blaney (Chairing), Adams, Berridge, Brock and Rainbow
In attendance: Locum Clerk – B Boyer

<u>Item</u>	<u>Minutes</u>
GF25/10/27	To note apologies for absence The committee received and approved apologies for absence from Cllrs L and P Harris and Brooker
GF25/10/28	To receive questions from members of the public pertinent to items on this agenda or other local matters. Members of the public asked if the allocation of stall spaces could be looked into so that they would not affect potential customers coming to the shops.
GF25/10/29	To receive declarations of interest on items on the agenda in accordance with the provisions of the Localism Act 2011.
GF25/10/30	Chairperson’s Announcements
GF25/10/31	To determine which items on the agenda, if any, require the exclusion of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude if publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
GF25/10/32	To approve minutes of previous meeting. a. Governance & Finance Wednesday 13 August 2025 – previously circulated The committee resolved to sign the minutes of the meeting 13 August 2025 as a true record of that meeting. Members who had not been in attendance abstained. b. Matters Arising – for information only. There were none.
	The committee resolved to bring item GF25/10/37 forward to be conducted at this point.
GF25/10/33	Finance matters a. Review of Income & expenditure Qtr 2 – to be tabled Members received and noted the Income and Expenditure report to the second quarter. b. Review Reserves 2025 Qtr 2 – to be tabled. Members received and noted the Earmarked Reserves report to the second quarter. c. Approve Bill for Payment The committee approved the Bills for Payment.

	d. Approve Late Bill for payment – to be tabled The committee approved the Late Bills for Payment.
GF25/10/34	To consider recommending Financial Regulations based on the latest NALC template for adoption by full council. (deferred from previous meetings) Deferred to a future meeting.
GF25/10/35	To receive a verbal update on the damp proof work. Members received a verbal update on the damp proof work and that the office had moved back downstairs.
GF25/10/36	To note the preliminary car parking analysis to September 2025 The committee noted the preliminary car parking analysis for September. It was suggested to build up an earmarked reserve from car park income to pay for future repairs to the car park infrastructure.
GF25/10/37	To note a letter from Southwell traders and consider possible actions to take. The committee resolved to arrange a meeting with representatives of local traders. The office would seek to provide data in time for the meeting.
GF25/10/38	To consider carparking arrangements for the Christmas period and their potential impact on the revenue budget. The committee resolved to continue the Christmas car parking arrangements for Saturdays in December as in previous years.
GF25/10/39	To consider an updated quotation for improvements to carpark meters and approving the expenditure. To be tabled. The committee resolved to the expenditure of £2,700 for improvements to carpark meters.
GF25/10/40	To note the dates for the budget working group meetings. (verbal report) The committee noted the dates for the budget working group meetings as 30 October, 12 November, 26 November.
GF25/10/41	To receive an update on Badgers Field and consider any further action required – exclusion of public and press recommended due to time sensitive commercial interests. The committee noted that Badgers Field had been sold to a third party and that the sale had been completed. The committee resolved to approve the expenditure for a load bearing report of the little bridge over the Pottwell Dyke.
GF25/10/42	To note items for future agendas. <ul style="list-style-type: none"> • Financial Regulations • Recommendation from Budget Working Party.
GF25/10/43	To note the note of the next meeting of this committee. The committee noted the date of the next scheduled meeting as 10 December 2025.

Signed

Date

Chair of Governance and Finance