MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE
HELD IN THE MEETING ROOM, CIVIC OFFICES ON
WEDNESDAY 17TH JULY 2019 AT 7.30PM

Present: Councillor J Charters (Chairman)
Councillors: N Blanchard  C Briggs  G Edwards  C R Jackling  F W Lee
R Lovett  E Rigby  S Roe  B Sellars

In Attendance: Clerk to the Committee: Mrs S Green
Councillor Mrs Charters sat in on the meeting

1. APOLOGIES FOR ABSENCE AND ACCEPTANCE OF REASONS GIVEN
Apologies for absence were received from Cllrs G Edwards, P Johnson and E Rigby.

AGREED Proposed by Cllr Rigby, seconded by Cllr Lee
To accept reasons for absence received from Cllrs Dillon and Johnson.
Unanimous

2. RECEIPT OF ANY DECLARATION OF MEMBERS' INTERESTS UNDER THE LOCALISM ACT 2011
Councillors were 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 and withdraw from the room.

None received at this point.

3. NOTES OF THE COMMITTEE MEETING HELD ON 20TH JUNE 2019 BE APPROVED AS A TRUE RECORD OF MINUTES

AGREED Proposed by Cllr Sellars, seconded by Cllr Lee
That the notes of 20th June 2019, as amended, be accepted as a true record of minutes.
Unanimous of those in attendance on 20.06.19

4. CHAIRMAN’S ITEMS
None.

5. CORRESPONDENCE AND CLERKS ITEMS
None.

6. MANAGEMENT ACCOUNTS REVIEW
Members noted that the current I&E Report is within the expected parameters of the budget.

7. RESERVES REVIEW
No movement on reserves to report at this meeting.

8. BANK ACCOUNTS UPDATE – INVESTIGATION INTO ALTERNATIVE BANK
This Item is currently under investigation to spread the risk to the Council.

9. STANDING ORDERS & FINANCIAL REGULATIONS REVIEW WORKING PARTY

AGREED Proposed by Cllr Charters, seconded by Cllr Roe
Unanimous

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Signed
10. RECOMMENDATION FROM ESTATES & OPERATIONS COMMITTEE TO SPEND UP TO £9000 ON A REPLACEMENT FRONTAGE INCLUDING DOOR AT CIVIC OFFICES

Following the recommendation from the Estates & Operations Committee, revised quotations had been requested for the frontage and door required. These will be received shortly and reviewed.

AGREED

Proposed by Cllr Rigby, seconded by Cllr Edwards
That Under Financial Regulation 4.7, the revised quotations be dealt with and expenditure authorised up to a maximum of £15,000 in total.
Unanimous

11. POLICIES – COMMUNICATIONS (GDPR COMPLIANT), NON COUNCILLOR CO-OPTION FORM

Proposed by Cllr Rigby, seconded by Cllr Charters
That the revisions to the NHTC Co-option Policy and the Non-Councillor Co-option form be adopted.
Unanimous

12. UPDATE AND RATIFICATION FROM BUSINESS SUB COMMITTEE MEETING

The Business Sub Committee had met and the Chairman advised of issues dealt with and it was

AGREED

Proposal by Cllr Roe, seconded by Cllr Charters
To ratify the following decisions taken -
That the hire fee for the Community Hub Pre School academic year 2019/2020 be increased by 5%, equates to £846, to reflect the percentage increase to NHTC precept 19/20.
That a hire fee equal to that at Fen Lane, £500, be put forward to the Tigers for hosting football tournaments at Chapel Fields.
That an annual fee of £500 be charged for siting the Hykeham Tigers storage container on Town Council land.
Investigate with Sport England whether any temporary or permanent fencing off of a small area at Chapel Fields is acceptable under the terms of the grant funding. Also, whether siting of a temporary storage container for sports equipment is permissible.

Unanimous

13. UPDATE AND RATIFICATION FROM PERSONNEL SUB COMMITTEE MEETING

This item will be dealt with under Agenda Item 16.

Councillor Mrs Charters left the meeting at this point.

14. TO RESOLVE 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 AND PERSONNEL ITEMS

AGREED

Proposed by Cllr Rigby, seconded by Cllr Roe
To enter Closed Session of the meeting.
Unanimous

Cllr Rigby declared a non-registerable interest in Items 15 & 16, the interest is of a personal and sensitive nature, and left the meeting at this point.
Cllr Briggs declared a non-registerable interest in Items 15 & 16, the interest is of a procedural and sensitive nature, and left the meeting at this point.

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Signed

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Cllr Jackling declared a non-registerable interest in Items 15 & 16, the interest is of a procedural and sensitive nature, and left the meeting at this point.

15. **NOTES OF THE CLOSED SESSION OF THE COMMITTEE MEETING HELD ON 20TH JUNE 2019 BE APPROVED AS A TRUE RECORD OF MINUTES**

16. **PERSONNEL MATTERS**

The meeting closed at 20.15

**ACTIONS**

<table>
<thead>
<tr>
<th>Action</th>
<th>By whom</th>
<th>By When</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>To review bank accounts to spread risk.</td>
<td>Town Clerk</td>
<td>Ongoing</td>
<td></td>
</tr>
<tr>
<td>Investigate whether small area to be temporarily fenced is possible with Sport England</td>
<td>Town Clerk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>To review Standing Orders.</td>
<td>SO Working Party &amp; Town Clerk</td>
<td></td>
<td></td>
</tr>
</tbody>
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Signed