

MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE
HELD IN THE MEETING ROOM, CIVIC OFFICES ON
THURSDAY, 24TH OCTOBER 2019 AT 19.00

Present: Councillor J Charters (Chairman)

Councillors: N Blanchard E Rigby S Roe B Sellars

In Attendance: Clerk to the Committee: Mrs S Green

1. APOLOGIES FOR ABSENCE AND ACCEPTANCE OF REASONS GIVEN

Apologies for absence were received from Cllrs B Jackling, N Dillon, C Briggs, R Little and F W Lee

AGREED

Proposed by Cllr Rigby, seconded by Cllr Sellars

To accept reasons for absence received from Cllrs Jackling, Dillon, Briggs, Little and Lee.

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 19TH SEPTEMBER 2019 BE APPROVED AS A TRUE RECORD OF MINUTES

AGREED

Proposed by Cllr Roe, seconded by Cllr Blanchard

That the notes of 19th September 2019, be accepted as a true record of minutes.

Unanimous of those in attendance on 19.09.19

4. CHAIRMAN'S ITEMS None.

5. CORRESPONDENCE AND CLERKS ITEMS None.

6. MANAGEMENT ACCOUNTS REVIEW

Members noted that the up to date I&E Report is currently within budget, and is indicating a possible surplus at the end of the financial year.

The Chairman advised that the process of recording the recharging of the Services Staff hours to Committee splits was in progress.

The Committee Clerk was asked to check the uses of S137 and whether funds could be granted for community safety equipment.

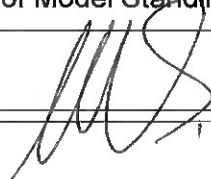
7. PRECEPT 2020/21

The Chairman reiterated that this is the time in the Council calendar that any project proposals identified by Members for the precept can be put forward and costs investigated.

Members were advised that the Strategic Planning Working Party had met and several large community-based projects had been put forward for further discussion and investigation to consider in a 5-year plan.

8. STANDING ORDERS & FINANCIAL REGULATIONS REVIEW WORKING PARTY UPDATE

The Working Party had met to review the Standing Orders and Financial Regulations. The Chairman outlined a change to Financial Controls and amendments to several Standing Orders including 5d and 8a and that the previous requirement for 5f to reflect the SO of SHPC for the Hykeham Planning Committee is now not required due to NHTC adoption of Model Standing Orders.



AGREED **Proposed by Cllr Charters, seconded by Cllr Roe**
 That the review of Standing Orders & Financial Regulation be dealt with at the next Committee meeting for approval and ratification at Full Town Council.
Unanimous

9. PROGRESS ON REFURBISHMENT OF CIVIC OFFICES FRONTAGE

The Chairman was pleased to advise that the new automatic door has been fitted and the internal camera will be installed and working shortly. The office staff had investigated alternatives to rectify the floor entrance area and these will be submitted to Estates & Operations Committee for their consideration. The final phase is to improve the exterior entrance to the offices.

10. BT – FURTHER INFORMATION ON CONTRACTS AND COSTS FOR NEW AGREEMENT FOR PHONE AND BROADBAND PACKAGE

Due to the necessity for clarification regarding the formal agreement the contract approval had been deferred at Full Town Council. On receipt of the documentation this matter had been dealt with under Financial Regulation 4.7 and would be ratified at Full Town Council.

11. UPDATE AND RATIFICATION FROM BUSINESS SUB COMMITTEE MEETING

The Chairman updated Members on matters arising from the Business Sub Committee held on 24th October 2019 and advised of new fees and charges set by the Sub Committee.

AGREED **Proposed by Cllr Roe, seconded by Cllr Sellars**
 To ratify the changes to fees and charges set by the Business Sub Committee on 24.10.2019.
Unanimous

12. UPDATE AND RATIFICATION FROM PERSONNEL SUB COMMITTEE MEETING

This Item will be dealt with under Closed Session Section of the meeting under Item 15.

Cllr Rigby declared a non-registerable interest in Items 14 & 15, the interest is of a personal and sensitive nature, and left the meeting at this point

13. 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 Charters, seconded by Cllr Roe**
 To enter Closed Session of the meeting.
Unanimous

14. NOTES OF THE CLOSED SESSION OF THE COMMITTEE MEETING HELD ON 19TH SEPTEMBER 2019 BE APPROVED AS A TRUE RECORD OF MINUTES

15. PERSONNEL MATTERS

The meeting closed at 19.40

ACTIONS

Action	By whom	By When	Completed
To review bank accounts to spread risk.	Town Clerk	Ongoing	.
Check whether S137 can be granted for community safety equipment	Town Clerk		Completed October 2019