



Newark TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 13th March 2024 in the Council Chamber, at the Town Hall.

Membership Present:	Councillor	B Corrigan (Chairman)
	Councillors	P Ball (Ap) I Brown D Campbell T Collier (Ap) E Cropper S Crosby S Dickinson (Ap) L Geary J Kellas D Ledger D Moore (Vice-Chairman) G Rix N Ross L Roulstone M Skinner M Spoor P Taylor
Apologies for Absence:	Councillors	P Ball, T Collier, S Dickinson
Officers Present:	Town Clerk	Matthew Gleadell
Taking Notes:	Executive Assistant	Helen Crossland
	There was one member of the public and one member of the press present.	
Venue:	Committee Room, Newark Town Hall	

FGP90/23/24 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 14th February 2024

The Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 14th February 2024 were proposed by Cllr B Corrigan, and seconded by Cllr D Moore.

A vote was held and they were **AGREED**.

FGP91/23/24 Declarations of Interest

It was **AGREED** to accept any Declarations of Interest as and when they arose during the meeting.

FGP92/23/24 Monthly Payment Schedule 11/24

Cllr B Corrigan proposed, and Cllr D Moore seconded the Monthly Payment Schedule 11/24.

Members then **NOTED** Payment Schedule 11/24 in the sum of £296,128.36p (two hundred and ninety six thousand, one hundred and twenty eight pounds and 36p).

FGP93/23/24 Cemetery Fees and Charges

The Chairman began discussion on this Agenda Item and drew Members attention to the fact that although the items below were discussed, they were not formally voted upon.

After going through the report, the Chairman proposed that the recommendations therein should be accepted. This was seconded by Cllr M Spors.

The recommendations were as follows:

Triple Depth Graves – these are to be removed as a service due to safety concerns, with the exception of those already dug and in use.

Additional Spoil Removal Charge – to be charged at £180.00.

Walled Graves / Vaults – these are to be charged bespoke as in the Agenda Report.

Bench Memorial Plaques – The cost is to be lowered to £150.00 in an effort to increase interest in the sale of the plaques.

Interments Outside of Specified Hours – Members to give the Town Clerk delegated authority to initiate consultation with staff and develop the logistics for the offer and the charges to be applied.

Exhumations – The cost of £4000.00 is to be implemented for an exhumation to cover the potential for sub-contractor involvement. This would also bring Newark more into line with other authorities.

A vote was held and all of the above was **AGREED**.

FGP94/23/24 Newark on Sea

Further information was provided to Members, in addition to the Agenda Report, at the meeting.

The Town Clerk informed Members that the Markets Manager had done some detailed work on the possibility of Newark Town Council buying the necessary equipment was discussed. The details of this had been circulated prior to the meeting, on pink (exempt) paper.

The Markets Manager pointed out that if this were to be accepted, it would enable the Town Council to better dictate the times (of the year) and how long to put the event on for.

It was generally agreed that this event was important to deliver to the people of Newark.

A suggestion was raised that if the equipment were to be purchased, it could be rented out.

Cllr M Spoors proposed the pink paper as an amendment to the Agenda Report; this was seconded by Cllr N Ross. A vote was held and this was **AGREED**.

The substantive motion was then 'To use Capital Reserves for the purchase. The Revenue will be met from the budget that will be moved across from Newark Festival to Newark on Sea. The balance will remain in the Newark Festival budget.'

The above was then proposed by Cllr L Geary and seconded by Cllr B Corrigan. A vote was held and it was **AGREED**.

FGP95/23/24 Sherwood Avenue Park Project Funding

The Chairman began discussion on this item. Members were informed that they should stick to discussion about the report and not the other elements that are still progressing with this project.

Cllr M Skinner then talked about some decisions that had been made by N&SDC; the Chairman reminded Cllr M Skinner of her direction with regard to this Agenda item.

The Town Clerk reminded Members that there was another meeting to be held on Monday 18th March where concerns could be raised.

Cllr J Kellas asked if it would be possible that the meeting could be recorded as some Town Council Members were not available at that time. The Town Clerk agreed to look into this.

After further discussion Cllr D Ledger proposed, Cllr B Corrigan seconded, that this item be deferred to the additional Finance & General Purposes meeting scheduled for two week time. A vote was held and this was **AGREED**.

FGP96/23/24 Public Toilet Access Systems

Cllr I Brown asked why there was a separate pink (exempt) paper on this item.

Cllr B Corrigan proposed that the entire report be moved to the end of the meeting.

Cllr P Taylor was opposed to not putting this into the public domain.

Cllr L Geary proposed that Newark Town Council defer this spending request.

Cllr M Skinner said he could not support deferral on this matter; the quicker the systems were installed, the quicker the Town Council would get back the revenue. There should also be an allowance in the budget for signage.

Following further discussed Cllr B Corrigan proposed the first recommendation a). This was seconded by Cllr S Crosby.

A vote was held and Members **AGREED** to use capital reserves to undertake the work to install the payment systems and access gate (this cost can be attributed to capital as an enhancement to the facilities).

Recommendation b) was deferred.

FGP97/23/24 Long Term Plan for Towns Fund Board Appointment

The Town Clerk gave a verbal report on this Agenda Item.

There was £20m awarded to this Fund from the Government.

He talked about the structure of Towns Fund Board (2) and the membership thereof. He asked that a proposal be made for a Town Council to be on the Executive Board.

Cllr P Taylor proposed that the Leader of the Council be appointed; this was seconded by Cllr B Corrigan. A vote was held and this was **AGREED**.

FGP98/23/24 Museum Curator

There was a general discussion about the hours involved for the post, and whether it should be a fixed term contract, rather than an SLA.

The Town Clerk went through how some of the decisions had been made with NSDC.

All NSDC Councillors declared a non-pecuniary interest in the Agenda Item.

Cllr B Corrigan proposed the recommendation and Cllr D Ledger seconded.

A vote was held and Members **AGREED** that the Town Clerk should be given Delegated Authority to develop and finalise a suitable Service Level Agreement (SLA) with NSDC in support of the provision of a museum curator for the newark Town Hall Museum and Art Gallery with a view to a curator being appointed at the earliest opportunity.

FGP99/23/24 Recruitment Panel - Deputy Town Clerk Appointment

The recommendation was proposed by Cllr E Cropper and seconded by Cllr M Skinner.

A vote was held and Members **AGREED** to give Delegated Authority to the appointed recruitment panel to approve the final appointment.

FGP100/23/24 Meeting Dates – 2024/2025 Civic Year

It was **NOTED** that the date for Mayor Making and the Annual Meeting in May 2024 was incorrect. It should read Sunday 12th May 2024 (not Sunday 11th May).

Cllr B Corrigan proposed, Cllr D Ledger seconded the proposed Meeting Dates.

Members **AGREED** to recommend the meeting dates as proposed in the Agenda Report to the next meeting of the Full Town Council with the amendment as above.

At this point the Chairman proposed that the meeting be extended for 30 mins. A vote was held and this was **AGREED**.

It was then proposed by the Chairman, seconded by Cllr G Rix that the Press and public be allowed to remain for the first part of the next Agenda Item; this is allowed for in Standing Orders). A vote was held and this was **AGREED**.

FGP101/23/24 Estate Maintenance, Repairs and Improvements

Discussion was had about the recommendation contained in the report, particularly with regard to who would be given devolved authority for dealing with this work.

Cllr P Taylor proposed the recommendation.

After discussion it was **AGREED** to amend the recommendation as follows:

*'Members **NOTED** and **ACKNOWLEDGED** the schedule of works and gave Delegated Authority to the Town Clerk, Leader, and Chair of the Finance & General Purposes Committee, **and representation from other parties, including Independent Councillors**, to exercise authority over commissioning of relevant safety, maintenance, hospitality and grounds vehicle upgrade works and the determine the best approach for accounting for the costs of such work.*

Cllr D Moore seconded the proposal; a vote was held and the above was **AGREED**.

FGP102/23/24 Exclusion of the Press and Public

Cllr B Corrian proposed, Cllr N Ross seconded, that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972) the press and public be excluded from the next Agenda Item debate on the grounds that the Committee's remaining business involves the likely disclosure of exempt information as defined in the Local Government (Access to Information) (Variation) Order 2006, and the public interest in disclosing the information.

The members of the public and press left the meeting.

The Chairman proposed that the meeting be extended for a further 30 mins. A vote was held and this was **AGREED**.

FGP103/23/24 The Holt – Lease of Land

Discussion about the item included whether the Town Council should ask for some kind of recognition for their involvement with this, and whether a rent should be charged.

Cllr E Cropper proposed, Cllr N Ross seconded the following:

'NSDC be given a Licence for 5 years with an annual update for the land known as The Holt'.

A vote was held and this was **AGREED**.

FGP96/23/24 Public Toilet Access Systems – Exempt Information

Members **NOTED** the Quote and Cost Detail as in the Agenda Item No 16.

Meeting Closed:	9.55pm	Next Meeting:	Wednesday 27th March 2024
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