



# Newark TOWN COUNCIL

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 17<sup>th</sup> April 2024 in the Council Chamber, at the Town Hall.

<b>Membership Present:</b>	<b>Councillor</b>	B Corrigan (Chairman)
	Councillors	I Brown D Campbell T Collier E Cropper S Crosby S Dickinson L Geary J Kellas D Ledger D Moore (Vice-Chairman) G Rix N Ross L Roulstone M Skinner (Ap) M Spoors (Ap) P Taylor
<b>Apologies for Absence:</b>	<b>Councillors</b>	M Skinner, M Spoors
<b>Officers Present:</b>	<b>Town Clerk</b>	Matthew Gleadell
<b>Taking Notes:</b>	<b>Executive Assistant</b>	Helen Crossland
	There were 2 members of the public and 1 member of the press present.	
<b>Venue:</b>	Committee Room, Newark Town Hall	

<b>FGP111/23/24</b>	<b>Minutes of the meeting of the Extraordinary Finance &amp; General Purposes Committee held on Wednesday 27<sup>th</sup> March 2024</b>
	<p>The Minutes of the last meeting of the Extraordinary Finance &amp; General Purposes Committee held on Wednesday 27<sup>th</sup> March 2024 were proposed by Cllr B Corrigan, and seconded by Cllr N Ross.</p> <p>A vote was held and they were <b>AGREED</b>.</p>
<b>FGP112/23/24</b>	<b>Declarations of Interest</b>
	<p>It was <b>AGREED</b> to accept any Declarations of Interest as and when they arose during the meeting.</p>
<b>FGP113/23/24</b>	<b>Risk Management and Risk Register</b>
	<p>It was noted that there was nothing in the Risk Management and Risk Register about 'natural disasters'.</p> <p>There was a 'business continuity plan' in place but the Town Clerk was happy to look at the point made.</p> <p>Another question was raised with regard to security in and around the Town Hall building and the fact that Castle House has security personnel.</p> <p>Members <b>NOTED</b> and <b>ADOPTED</b> the updated risk management strategy policy and associated risk register, with the proviso that the Town Clerk make the amendments as noted above.</p>
<b>FGP114/23/24</b>	<b>Hospitality Consultancy Report and Hospitality Manager Recruitment</b>
	<p>There was a long discussion about this Agenda item. Some Members thought it should be deferred, in order for a more detailed report on the financial aspects.</p> <p>Cllr B Corrigan proposed, Cllr E Cropper seconded that the recommendation be accepted.</p> <p>The recommendation was:</p> <p>To give devolved authority to the Town Clerk, in consultation with the Leader, Chair of Finance and General Purposes Committee and Chair of Personnel Committee, to conduct an appropriate recruitment process for a hospitality manager and to make an appointment as soon as reasonably possible, provided that any appointment is made within allocated budget provision available.</p> <p>A vote was held and this was <b>AGREED</b>.</p>
<b>FGP115/23/24</b>	<b>Tree Management Policy and Tree Inspection Reports</b>
	<p>Members had received various additional papers with regard to this Agenda Item – they were too lengthy to print, or email.</p> <p>Cllr B Corrigan proposed, Cllr G Rix seconded the recommendations in the report.</p> <p>Members then <b>ADOPTED</b> the proposed tree management policy as attached to the Agenda Report.</p> <p>Members also <b>NOTED</b> a number of tree safety works that have been identified</p>

	by the most recent tree safety survey and which will be scheduled for action in the near future.
<b>FGP116/23/24</b>	<b>Town Hall Hire Fees and Charges</b>
	Cllr B Corrigan proposed the recommendation and Cllr D Moore seconded. A vote was held and Members <b>AGREED</b> to a 15% increase to the Town Hall Hire Charges as recommended by the Town Clerk in the Agenda Report.
<b>FGP117/23/24</b>	<b>Works Approval Schedule</b>
	The recommendation was proposed by Cllr B Corrigan and Seconded by Cllr D Moore. Members then <b>NOTED</b> the Agenda Report and the schedule contained therein.
<b>FGP118/23/24</b>	<b>CCLA Property Fund Withdrawal</b>
	The Town Clerk began the discussion on this Agenda Item and explained the background to the accounting system that had been used previously. This measure would allow the accounting systems to be corrected. After further discussion Cllr B Corrigan proposed, Cllr P Taylor seconded the recommendation. A vote was held and Members <b>AGREED</b> that 6 months' notice to withdraw shares to a value of £1 million be given to CCLA Property Fund.

<b>Meeting Closed:</b>	<b>8.30pm</b>	<b>Next Meeting:</b>	<b>Wednesday 19<sup>th</sup> June 2024</b>
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