



Newark TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 4th September 2024 the Council Chamber, at the Town Hall.

Membership Present:	Councillor	B Corrigan (Chairman)
	Councillors	I Brown D Campbell (Ap) T Collier E Cropper S Crosby (Vice-Chairman) S Dickinson L Geary L Goff J Kellas D Ledger D Moore G Rix N Ross L Roulstone M Skinner M Spoors P Taylor
Apologies for Absence:	Councillors	D Campbell
Officers Present:	Town Clerk	Matthew Gleadell
Taking Notes:	Deputy Town Clerk	Anna Lawson
	There were no members of the public OR press present.	
Venue:	Committee Room, Newark Town Hall	

FGP21/24/25 Minutes of the meeting of the Finance & General Purposes Committee held on Wednesday 17th July 2024

The Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 17th July 2024 were proposed by Cllr B Corrigan and seconded by Cllr D Moore.

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

FGP22/24/25 Declarations of Interest

Cllr M Skinner declared a pecuniary interest in Agenda Item 8.

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

FGP23/24/25 Payment Schedule 4/25

Cllr B Corrigan proposed, Cllr D Moore seconded the Monthly Payment Schedule 4/25.

Members then **NOTED** Payment Schedule 4/25 in the sum of £195,415.30 (one hundred and ninety five thousand, four hundred and fifteen pounds and 30p).

FGP24/24/25 Account Signatories

CCLA Property Fund (including Doris Bainbridge Investment Account)

It was proposed by Cllr B Corrigan, seconded by Cllr D Moore that the Operations Manager (Sean Alcock) be replaced by the Deputy Town Clerk (Anna Lawson), and the previous Vice Chair (David Moore) be replaced by the current Vice Chair (Susan Crosby) as signatories on this account.

NatWest Accounts

It was proposed by Cllr B Corrigan, seconded by Cllr D Moore that the Operations Manager (Sean Alcock) be replaced by the Deputy Town Clerk (Anna Lawson) as a signatory on these accounts.

It was also proposed that the previous Mayor (Pamela Ball) be replaced by the current Mayor (Diane Ledger) and the previous Vice Chair (David Moore) be replaced by the current Vice Chair (Susan Crosby).

A vote was held and these recommendations were **AGREED**.

FGP25/24/25 Year End Accounts

It was **NOTED** that there were some Councillors missing from the list – namely: Cllr D Campbell, Cllr L Goff and Cllr N Ross.

It was proposed by Cllr B Corrigan, seconded by Cllr D Moore, that with the correction noted above, the Year End Accounts be **ACCEPTED**.

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

FGP26/24/25 Internal Audit

It was proposed by Cllr B Corrigan, seconded by Cllr S Crosby, that the three recommendations contained in the Agenda report be **ACCEPTED**.

The three recommendations were:

1. That Members note the contents of the 23/24 Internal Audit Report.
2. That Members support and agree the appointment of Assurance Lincolnshire for undertaking the 24/25 financial year internal audit.
3. That Members resolve to adopt the statements as set out in the Agenda Report.

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

FGP27/24/25 Grant Application (Use of Town Hall Ballroom)

1. Palace Singers

Cllr S Crosby declared a non-pecuniary interest in this Agenda Item.

Cllr L Geary proposed, Cllr L Roulstone seconded that this application be approved.

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

2. Newark and District Round Table

Cllr M Skinner left the meeting because of his declaration of interest declared at the beginning of the meeting.

Cllr B Corrigan proposed, Cllr N Ross seconded that this application be approved.

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

Cllr M Skinner returned to the meeting at this point.

FGP28/24/25 2024/2025 Grant Structure

During discussion of this item Cllr D Ledger proposed, Cllr B Corrigan seconded, an amendment to 2.2.5c – change number from 3 to 2:

'Must have at least 3 unrelated members legally responsible for the governance of the applicant organisation'

A vote was held and this was **NOT AGREED**.

Cllr T Collier declared a pecuniary interest and left the room at this point.

Another amendment was then proposed by Cllr B Corrigan, seconded by Cllr S Crosby – 2.2.5.b to include Constituted group

'Must be not for profit (e.g Charitable Incorporated Organisation, Community Interest Company, Trust, Community Benefit Society etc)'

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

It was then proposed by Cllr B Corrigan, seconded by Cllr N Ross to accept the proposal with the adopted amendment.

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

The meeting was then temporarily adjourned for a comfort break.

Cllr T Collier returned to the meeting.

FGP29/24/25 Allotment Fees and Charges

Cllr B Corrigan proposed, Cllr S Crosby seconded, the removal of the pensioner discount as an amendment.

A vote was held and this was **NOT AGREED**.

Cllr I Brown requested that Councillors receive a report outlining the number and nature of issues with the allotments.

Cllr D Ledger left the room at this point.

Cllr M Spoors proposed, Cllr L Geary seconded another amendment, to retain the pensioner discount and include those on disability living allowance.

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

Cllr I Brown left the meeting.

Cllr B Corrigan proposed, Cllr D Moore seconded that the recommendations be accepted, with the agreed amendments as well as an increase of 4p per metre squared for the Allotment Fees for 26/26.

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

Cllrs D Ledger and I Brown returned to the meeting.

FGP30/24/25 Financial Regulations

Cllr B Corrigan proposed, Cllr G Rix seconded an amendment, to change the BACs process from 2 classes to 3.

From:

CLASS A - Full admin with complete rights.

CLASS B - Ability to create payments for processing and create transactions but requires separate independent authorisation

To

CLASS A - Full admin with complete rights.

CLASS B - Ability to create payments for processing and create transactions

CLASS C – Ability to independently authorise

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

Cllr D Ledger proposed, seconded by Cllr J Kellas that the amendments to Standing Orders be deferred to the Full Town Council Meeting.

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

Cllr B Corrigan then proposed that the report be **ACCEPTED** with the agreed amendments. This was seconded by Cllr N Ross; a vote was held and this was **AGREED**.

FGP31/24/25 Works Approval Schedule

It was proposed by Cllr B Corrigan, seconded by Cllr D Ledger that the schedule be **NOTED** and **ACCEPTED**.

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

FGP32/24/25 Christmas Lights Tender

It was proposed by Cllr J Kellas, seconded by Cllr D Moore that an amendment be made to add the Chairman of the Events Committee to the tender evaluation panel.

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

Cllr B Corrigan then proposed that the recommendations be accepted. This was seconded by Cllr G Rix. A vote was held and this was **AGREED**.

Standing Order 4 (4) was suspended to allow the meeting to be extended by 30 minutes.

Cllr T Collier left the meeting at this point.

FGP33/24/25 Political Balance

It was proposed by Cllr B Corrigan, seconded by Cllr D Moore that there should be no changes to the Political Balance within any of the committees.

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

FGP34/24/25 Transport Sub Committee

Cllr B Corrigan proposed, and Cllr D Ledger seconded that a Transport Sub Committee be created.

A vote was held and this was **NOT AGREED**.

Standing Order 4 (4) was suspended to allow the meeting to be extended by 30 minutes.

FGP35/24/25 Town Council Facebook/Social Media Policy

It was proposed by Cllr D Ledger, seconded by Cllr N Ross, that the policy be **NOTED** and **ACCEPTED**.

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

FGP36/24/25 Environmental Stewardship Sub Committee Remit

It was proposed by Cllr B Corrigan, seconded by Cllr P Taylor that an amendment be made that there should be a quarterly referral to the Finance and General Purposes Committee.

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

Cllr B Corrigan then proposed amendments to the mission statement to read '*.....and built environment*' and the aims to include '*6. To consider Transport issues*'.

This was seconded by Cllr P Taylor. A vote was held and this was **AGREED**.

Cllr M Spoors then proposed that the proposal be accepted with the changes

as noted above. This was seconded by Cllr P Taylor.

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

Standing Order 4 (4) was suspended to allow the meeting to be extended by another 30 minutes.

Cllr E Cropper and Cllr S Dickinson left the meeting at this point.

FGP37/24/25 Notice of Motion – Broadcasting of Meetings

The proposal was accepted in principle, with the Town Clerk providing a report within six months.

Cllr M Skinner proposed, Cllr J Kellas seconded, that the proposal be accepted.

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

Cllrs S Crosby and L Geary left the meeting.

FGP38/24/25 Notice of Motion – Winter Fuel

Cllr B Corrigan proposed an amendment to remove paragraph 4 and the word 'proactive' in paragraph 3. This was seconded by Cllr D Moore.

A vote was held and this was **NOT AGREED**.

Cllr I Brown left the room.

Cllr B Corrigan then proposed another amendment to remove the word 'proactive' and replace with 'therefore'. This was seconded by Cllr D Moore.

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

Cllr I Brown returned to the meeting.

Cllr M Skinner proposed, Cllr D Ledger seconded, that the proposal be accepted with the amendments as above.

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

FGP39/24/25 Representation on Outside Bodies

Following discussion Cllr B Corrigan proposed, Cllr N Ross seconded, that Cllr D Campbell be appointed as the Newark Town Council representative on the Lilley & Stone School Charities Outside Body.

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

FGP40/24/25 Exclusion of the Press and Public

FGP41/24/25 Tolney Lane Land/Fencing Requests

The above Agenda Items were deferred to the Full Town Council Meeting.