



# Newark TOWN COUNCIL

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 9<sup>th</sup> October 2024, at 7.00pm, 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 (Vice-Chairman) S Dickinson L Geary L Goff J Kellas (Ap) D Ledger D Moore (A) G Rix (Ap) N Ross (Ap) L Roulstone M Skinner M Spoors (Ap) P Taylor
<b>Apologies for Absence:</b>	<b>Councillors</b>	J Kellas, G Rix, N Ross, M Spoors
<b>Officers Present:</b>	<b>Town Clerk</b>	Matthew Gleadell
<b>Taking Notes:</b>	<b>Deputy Town Clerk</b>	Anna Lawson
	There was one member of the press and no members of the public present.	
<b>Venue:</b>	Committee Room, Newark Town Hall	

**FGP42/24/25 Minutes of the meeting of the Finance & General Purposes Committee held on Wednesday 4<sup>th</sup> September 2024**

The Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 4<sup>th</sup> September 2024 were proposed by Cllr B Corrigan and seconded by Cllr S Crosby.

A vote was held and they were **APPROVED**, with the amendments as noted on pages 8,9 and 10.

**FGP43/24/25 Declarations of Interest**

There were no Declarations of Interest.

**FGP44/24/25 Payment Schedule 5/25**

Cllr B Corrigan proposed, Cllr D Campbell seconded the Monthly Payment Schedules 5/25 and 6/25.

Members then **NOTED** Payment Schedule 5/25 in the sum of £174,945.87 (one hundred and seventy four thousand, nine hundred and forty five pounds and 87p).

It was also **AGREED** that a breakdown of payments made by credit card would be included for future reference.

**FGP45/24/25 Code of Conduct**

It was proposed by Cllr B Corrigan, seconded by Cllr L Roulstone, that the Code of Conduct as presented be **ADOPTED** with minor aesthetic amendments. A vote was held and this was **AGREED**.

**FGP46/24/25 Debt Recovery Policy**

The document was **ADOPTED** with the following additions:

Introduction to include 'Leases and Tenancy'.

Stage 2, Page 2, to include 'And no alternative arrangement agreed'.

The above was proposed by Cllr B Corrigan, seconded by Cllr S Crosby and **APPROVED** unanimously.

**FGP47/24/25 External Audit Conclusion 23/24**

It was proposed by Cllr B Corrigan, seconded by Cllr S Crosby, that the External Audit Conclusion be **NOTED** and **ACCEPTED**.

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

**FGP48/24/25 Works Approval Schedule**

It was proposed by Cllr B Corrigan, seconded by Cllr E Cropper, that the Works Approval Schedule be **NOTED** and **ACCEPTED**.

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

It was **AGREED** to move to Agenda Item 11 at this point due to the attendance from an additional NTC officer.

**FGP49/24/25 Sherwood Avenue – Retail Kiosk/Public Toilets – Design and Planning**

It was proposed by Cllr D Ledger, seconded by Cllr B Corrigan, that Recommendation 1.1 be **ACCEPTED**.

*‘That the Council commission relevant planning consultancy with a view to securing necessary planning advice/approvals for the provision of a refreshment retail unit and public toilet facility at Sherwood Avenue Park’.*

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

It was then proposed by Cllr B Corrigan, seconded by Cllr L Goff that Recommendation 1.2 be **ACCEPTED**.

*‘That Members consider the options for delivery of refreshment provision on the site. Officers are confident that an in-house approach could be made to work however it is difficult to accurately forecast the potential income especially when the type of unit that might be permitted on planning levels is uncertain at present. The Events and Hospitality Sales manager has adopted a cautious approach to their financial forecasts. If Members are willing to pursue an in-house approach a more detailed business plan will be developed’.*

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

Cllr B Corrigan proposed, Cllr L Roulstone seconded, to **ACCEPT** Option 3, with an amendment that the site must not use zero hours contracts.

*‘Option 3 – Council Owned Unit Operated In House*

*This option would likely generate the most revenue and income. The Events and Hospitality Sales Manager has previously managed mobile refreshment sales units and has prepared an outline business plan and P&L forecast for members consideration’.*

A vote was held and with 7 votes For, 4 votes Against and 1 Abstention, this was **AGREED**.

**FGP50/24/25 Environmental Stewardship Sub-Committee – Chairman’s Update**

Cllr L Roulstone delivered a verbal report to Members.

Cllr M Skinner left the meeting at this point (8.04pm).

**FGP51/24/25 Events, Arts, Culture and Twinning Sub-Committee – Chairman’s Update**

It was proposed by Cllr T Collier, seconded by Cllr B Corrigan, that this report be deferred to the next meeting.

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

**FGP52/24/25 Exclusion of the Press and Public**

Cllr B Corrigan proposed, Cllr T Collier 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.

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

**FGP53/24/25 Sherwood Avenue – Costs and Quotes**

**Proposed Planning Consultancy Support**

Cllr B Corrigan proposed, Cllr D Ledger seconded that Quote 2 be **ACCEPTED** - £1800.

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

Cllr B Corrigan proposed, Cllr L Goff seconded, that subject to planning consent, a purchase should be made for one KL2 Access Waterless 100 from Woo Woo. However, the planning application should include the possibility of a second unit.

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

**FGP54/24/25 Operations Manager Recruitment and H & S Consultancy**

Cllr B Corrigan proposed, Cllr D Ledger seconded the following proposal:

*'The Council's Personnel Sub-Committee is recommending that following the resignation of the Operations Manager that a replacement is recruited immediately alongside an extension of the appointment of the H & S Consultant'.*

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

Meeting Closed:	8.30pm	Next Meeting:	Wednesday 13 <sup>th</sup> November 2024
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