



# Newark TOWN COUNCIL

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday, 8<sup>th</sup> October 2025, at 7.00 pm, in the Council Chamber, at the Town Hall.

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

**FGP034/25/26 Minutes of the Finance & General Purposes Committee held on Wednesday, 3<sup>rd</sup> September 2025**

Amendments were required in relation to the wording used. Several proposed amendments were put forward but rejected due to legislation.

The Minutes were proposed by Cllr S Crosby, seconded by Cllr B Corrigan and **AGREED** and **APPROVED** unanimously, subject to the amendments as noted above.

**FGP035/25/26 Declarations of Interest**

No Declarations of Interest were received.

**FGP036/25/26 Payment Schedule**

Cllr B Corrigan requested that the Security costs be broken down in accordance with events.

The payment schedule was proposed by Cllr B Corrigan, seconded by Cllr D Ledger and **NOTED**.

**FGP037/25/26 Work Programme and Forward Planning**

The Town Clerk explained the current situation and provided updates to queries.

Cllr G Rix raised issues relating to the staff's current workload. Cllr B Corrigan enquired whether recruitment was sufficient and questioned whether a strategic overview was necessary to assess current output and staffing levels.

Cllr J Kellas questioned the progress of additional names on the Cemetery War Memorial. The Town Clerk provided an update and explained the current issues.

Cllr P Taylor stated that staff workload requirements should be included within the motions.

Cllr L Goff queried the impact on the Friends of Newark Cemetery Group of the improvement works on the Chapel.

The report was then **NOTED**.

**FGP038/25/26 Community Grant Application**

A request has been received from Village Voices Community Choir, Norwell.

Cllr G Rix raised the issue of the grant submission being made by a group that is not based in Newark. Cllr B Corrigan stated that the group is looking to raise funds for the Children's Bereavement Centre, which is based in Newark. Cllr L Geary pointed out that the application complied with Eligibility Criteria D.

*'Applicants not based in Newark must be providing a scheme or benefit that targets the Newark Community'.*

Cllr B Corrigan submitted an alternative proposal for the grant to be increased from £400 to £500.

This was proposed by Cllr B Corrigan and seconded by Cllr D Moore. A vote was held with 4 Agreed, 8 Against and 4 Abstentions so the proposal was **REJECTED**.

The original application for £400 from the Village Voices Community Choir was then proposed by Cllr L Geary and seconded by Cllr J Kellas. Following a vote this was **AGREED**.

#### **FGP039/25/26 IT Upgrades**

The Town Clerk presented a proposal to update the current IT system to protect against cyber-attacks.

It was proposed by Cllr M Skinner, seconded by Cllr D Ledger, that the proposal as in the Agenda report be accepted. A vote was held and this was **AGREED**.

#### **FGP040/25/26 Third Party Events**

The Town Clerk explained the current situation regarding third-party events. Several third parties are hosting events in the Market Place. These events have grown organically and been heavily subsidised over the last five to ten years; however, the necessary safety requirements have changed significantly over the previous three years.

Martyn's Law is having a significant impact on Event Management Plans (EMP), which must be compiled and submitted to the Safety Advisory Group at NSDC for approval prior to an event. This has resulted in substantial growth in financial and staffing input from the council. Clarification was sought as to whether the council would still be willing to support these events in a similar capacity or by using a different model.

Newark Steampunk Society host two events per year, and analysis of the financial figures shows that each festival costs the Town Council between £5,000 and £10,000.

Members were asked to consider whether they would prefer the Town Council to either:

1. Allow Newark Steampunk Society to hire the facilities at the commercial rate and manage the event themselves.
2. Newark Town Council organise the Steampunk events.
3. A partnership is created between Newark Steampunk Society and Newark Town Council to host the events.

Cllr L Geary made a non-pecuniary Declaration of Interest.

A robust and extensive discussion took place to consider all aspects of hosting third-party events. It was recognised that events support the activities within the markets and attract visitors to the town; however, concerns were raised in relation to the impact on staff workload. In addition to this, questions were also raised as to the governance status of the organisations that have events

booked in the coming months.

Members reiterated to Officers the need for a framework for external event organisers to operate within. This requirement should be enforced.

Concerns were raised in relation to the negative publicity if any event was cancelled.

An alternative proposal was put forward by Cllr B Corrigan and seconded by Cllr P Taylor as follows:

*'That the Town Clerk and the Deputy Town Clerk be delegated the power to develop a framework for working with organisations in order to create a partnership that delivers a success event with minimal financial impact on the Council'.*

A vote was held and the proposal above was **AGREED**.

Cllr D Ledger proposed the adoption of option 1. This is due to staff capacity constraints, the additional burdensome hours required and the lack of legal paperwork being provided to the Town Council or adhered to, the event will be cancelled unless legislation and legal paperwork are provided and adhered to, ensuring staffing capacity can be met.

This was proposed by Cllr Ledger, seconded by Cllr Rix. A vote was held and with 11 in Favour, 1 abstention and 3 against, it was **AGREED** to accept the proposal, Option 1 – namely that Newark Steampunk Society is asked to organise and run their event.

#### **FGP041/25/26 Exclusion of Press and Public**

Cllr D Ledger proposed, Cllr G Rix 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 remainder of the meeting 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**.

#### **FGP042/25/26 Land Sales Update**

The Town Clerk provided an update in relation to the sale of two individual plots of land. Cllr M Skinner proposed, Cllr S Crosby seconded that this item be deferred until further information becomes available.

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

<b>Meeting Closed:</b>	<b>8.57pm</b>	<b>Next Meeting:</b>	<b>Wednesday 12<sup>th</sup> November 2025</b>
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