



NEWARK TOWN COUNCIL

Town Hall, Market Place, Newark, Nottinghamshire, NG24 1DU

Tel: 01636 680 333 ~ Fax: 01636 680 350

Email: post@newark.gov.uk ~ Website: www.newark.gov.uk

FINANCE & POLICY COMMITTEE MINUTES

Minutes of the Meeting of the Finance & Policy Committee held on Wednesday, 7th October 2015 in the Town Hall.

Membership Present:	Councillor	D Lloyd (in the Chair)
	Councillors	M G Cope (Vice-Chairman) Mrs R Crowe Mrs G Dawn P Duncan (Ap) Ms H Gent L Goff D Jones (A) T Roberts MBE
In attendance:	Councillors	Mrs I Brown, M Cleasby, R A Crowe, D Hyde, M Skinner, R Williams
Apologies for Absence	Councillors	P Duncan
Officers Present:	Town Clerk	Alan Mellor
Taking Notes:	PA to the Town Clerk	Helen Crossland
	There were no members of the public present.	
Venue:	Council Chamber, Town Hall	

FP01/15/16 Minutes

The Minutes of the meeting held on Wednesday 8th April 2015 were **AGREED** as a true and accurate record and signed by the Chairman.

FP02/15/16 Matters Arising

FP56/14/15 Voluntary Body Grant Applications

(i) Roaring Meg Football Club

Cllr Mrs G Dawn passed on the thanks of the Football Club for the grant which was agreed at the last meeting of this committee; the Club was now 'going strong'.

FP03/15/16 Declarations of Interest

It was **AGREED** that any Declarations of Interest be taken as they arise on the Agenda.

FP04/15/16 Payment Schedules 12/15, 1/16, 2/16, 3/16, 4/16 & 5/16

During discussion of this item a question was raised with regard to payments to the Liz Hobbs Group. The grant to the LHG was £60k, but the payments in the Schedules appeared to be more than that amount. The Town Clerk explained that there was an element of VAT within the figures.

Another question was raised with regard to the Twinning expenditure being over budget; again the Town Clerk explained that VAT was included in the figures.

Members then **AGREED** that payment in accordance with the Payment Schedules as below be **NOTED**:

- a. Payment Schedule 12/15 in the sum of £387,632.64 (three hundred and eighty seven thousand, six hundred and thirty two pounds, 64p),
- b. Payment Schedule 1/16 in the sum of £67,873.56 (sixty seven thousand, eight hundred and seventy three pounds, 56p),
- c. Payment Schedule 2/16 in the sum of £101,738.70 (one hundred and one thousand, seven hundred and thirty eight pounds, 70p),
- d. Payment Schedule 3/16 in the sum of £379,464.82 (three hundred and seventy nine thousand, four hundred and sixty four pounds, 82p),
- e. Payment Schedule 4/16 in the sum of £109,151.57 (one hundred and nine thousand, one hundred and fifty one pounds, 57p), and
- f. Payment Schedule 5/16 in the sum of £94,446.26 (ninety four thousand, four hundred and forty six pounds, 26p).

FP05/15/16 Voluntary Body Grant Applications

(i) Collingham and District Local History Society

It was proposed from the Chair that only the cost of the room hire should be agreed; this was seconded by Cllr T Roberts MBE. It was also suggested that a representative from the applicant be asked to attend the imminent meeting of the Heritage Forum Group to co-ordinate all activities in connection with the anniversary of the death of King John in 1216.

The request for the sum of £230.00 to hire the Ballroom on 19th October 2016 to hold a lecture marking the anniversary of King John, who died in Newark Castle on 19th October 1216 was then **AGREED**.

(ii) Home Start Newark

The request for the sum of £173.00 to hire the Ballroom on Sunday 20th March 2016 for 3 hours to hold a Tea Dance to raise awareness and funds for the charity was **AGREED**.

(iii) Castle Grove Gymnastics Club

The request for the sum of £350.00 towards the cost of a free standing asymmetrical bar for the club was deferred to the next meeting as, although their Accounts had been requested, they had not been received.

FP06/15/16 Financial Out Turn

Members **RECEIVED** and **NOTED** the financial out-turn report as at 31 August 2015.

FP07/15/16 Final Accounts 2014/15 – External Audit

- (i) Members **NOTED** the approval of the Town Council's financial accounts for the 2014/15 financial year ended on 31st March 2015.
- (ii) Members **NOTED** the Town Clerk's comments with regard to the fact that a Local Council of the size of Newark is no longer required to depreciate its fixed assets and **AGREED** to the action proposed by the Town Clerk within the Agenda report.

FP08/15/16 Internal Audit Plan

Members **APPROVED** the proposed Internal Audit work plan for the 2015/16 financial year.

FP09/15/16 Cheque Signatories

Prior to discussion of this item Cllr Mrs I Brown was thanked for continuing to be a signatory until this meeting of the Finance & Policy Committee.

Members **APPROVED** the following list of authorised cheque signatories for the Civic Year 2015 – 2016:

Councillors:	D Lloyd	Chairman	Finance & Policy Committee
	M G Cope	Vice-Chairman	Finance & Policy Committee
	Mrs R Crowe	Chairman	Environment & Leisure Committee
	D Hyde	Vice-Chairman	Environment & Leisure Committee
	T Roberts MBE	Chairman	Planning & Regeneration Committee
	Ms H Gent	Vice-Chairman	Planning & Regeneration Committee

Members also **AGREED** that the Town Mayor, Councillor R A Crowe be included on the list of authorised signatories.

FP10/15/16 Appointments to Sub-Committees

Members considered the composition and membership of the Personnel Sub-Committee for the 2015-2016 municipal year.

It was **AGREED** to follow traditional practice of the Town Council and appoint Members to this Committee to reflect the political balance.

The composition of this Committee was then **AGREED** as:

Conservative Group – 3 Councillors

Labour – 1 Councillor

No-Aligned Independent – 1 Councillor

The following Members were then appointed to serve on the Personnel Sub-Committee:

1. Cllr Mrs R Crowe
2. Cllr M G Cope
3. Cllr T Roberts MBE

4. Cllr D Jones (appointed by the Chair)
5. Cllr Mrs I Brown

FP11/15/16 Representation on Outside Bodies

Members considered the appointment of Town Council representatives on Outside Bodies for the ensuing Civic Year as contained in the Agenda Report.

Following discussion, the following appointments were made:

a. Newark & Sherwood CVS

Cllr T Roberts MBE was proposed, seconded and appointed to this Outside Body.

b. Newark Navigation Commissioners – The Town Clerk informed Members that he still not been able to find the answer to the question raised with regard to this Outside Body.

c. Hospital of St Leonard of Newark – Members **NOTED** the Town Clerk's report on this matter.

Meeting Closed:	7.55pm	Next Meeting:	Wednesday 16th December 2015
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