



NEWARK TOWN COUNCIL

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FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 5th September 2018 in the Council Chamber at the Town Hall.

Membership Present:	Councillor	D Lloyd (in the Chair)
	Councillors	M G Cope (Vice-Chairman) Mrs C Barker-Powell (Ap) Mrs I Brown M Cleasby Mrs R Crowe R A Crowe Mrs G Dawn (Ap) P Duncan Ms H Gent K Girling L Goff S Haynes D Hyde D Jones T Roberts MBE M Skinner R Williams
Apologies for Absence:	Councillors	Mrs C Barker-Powell, Mrs G Dawn
Officers Present:	Deputy Town Clerk Markets Manager	James Radley Ian Harrison
Taking Notes:	PA to the Town Clerk	Helen Crossland
	There were 2 members of the public present.	
Venue:	Council Chamber, Town Hall	

FGP20/18/19 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 11th July 2018

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 11th July 2018 were **AGREED** as a true and accurate record and signed by the Chairman.

FGP21/18/19 Matters Arising

There were no Matters Arising.

FGP22/18/19 Declarations of Interest

Cllr T Roberts MBE declared a personal interest in Agenda Item 7.

Cllr L Goff declared a personal interest in Agenda Item 6 and Agenda Item 8.

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

FGP23/18/19 Payment Schedules 3/19 & 4/19

Members **AGREED** that payment in accordance with Payment Schedule 3/19 in the sum of £158,280.12 (one hundred and fifty eight thousand, two hundred and eighty pounds and 12p) and Payment Schedule 4/19 in the sum of £277,456.73 (two hundred and seventy seven thousand, four hundred and fifty six pounds and 73p) be **APPROVED**.

FGP24/18/19 Street Collection Licences

Members **NOTED** the decision taken under the Town Council's Scheme of Delegation to agree a Street Collection by Newark Community First Aid on 15th September 2018.

Members **AGREED** to recommend to Newark & Sherwood District Council that the following application for a Street Collection Licence be **APPROVED**:

- (i) The Salvation Army on Saturday 15th December 2018.

FGP25/18/19 Voluntary Body Grant Applications

This item was on the Addendum circulated prior to the meeting.

Members **AGREED** to grant the following application for free use of the Town Hall:

- (i) Newark Palace Singers, for free use of the Ballroom and kitchen on Tuesday 23rd October 2018, to hold a Coffee Break Concert to raise funds for the Newark Stroke and Aphasia Group at a cost of £200.00 net.

FGP26/18/19 Markets Update

The Markets Manager went through the report; he explained the trends for attendance at the markets as outlined therein.

He also informed Members that the loss incurred for the first 5 months of this year compared to last year could be explained by the fact that some regular traders had now permanently left.

Cllr D Jones pointed out that although it was disappointing that income targets were not being met, the long term plan was looking good. It was important to keep on supporting

the market.

Cllr K Girling agreed and said 'use it or lose it' was a good phrase to use to promote the market.

Cllr P Duncan thought it was good news that the specialist markets seem to be doing well and it was good to see inventive promotion. He felt that this would be a long haul as the market had been declining for years.

The promotion of the market was then discussed, in particular the proposal from Radio Newark and the use of social media.

Cllr K Girling informed Members that he thought Radio Newark's social media output was very good; they seem to get the message out. He then asked if the payment for this service would be incremental, or just a one-off; the Market Manager said that the payment would be made on a quarterly basis.

Cllr S Haynes asked if the cost would include a new website; it would not, just assistance with a Facebook page.

Cllr M Skinner said he had been pleased with the BBC coverage of the market recently. He also felt that the cost for support from Radio Newark was very good value. He asked if Members would get to see any examples of 'the brand' that was to be promoted – it was very important that it was consistent and driven.

The Markets Manager responded that this would be discussed, if the recommendation was approved, at the first meeting. Topics would include branding, quality, value, Newark Royal Market and it would also have the message 'use it or lose it'.

Cllr R Williams talked about how good the café culture had been for the market – it brought people into the town centre.

With regard to the bid to the 2018 Great British High Street Award, the Markets Manager said that the 'short-list' would be published on 10th September and he would keep Members informed of progress.

There is also a possibility that Newark Royal Market will achieve the 'Real Market' status over the next few months.

Discussion then followed with regard to VAT; the Markets Manager said that it may be that 'specialist' markets would incur VAT in the future, but 'general' markets should not.

Cllr K Girling said that as our local MP Robert Jenrick was now in the Treasury Office it might be a good idea to write a letter and tell the Town Council's concerns about the implications VAT might have on the special markets.

Members were informed that the Town Clerk had in fact already been in touch with the MP regarding this matter.

- (i) Members **CONSIDERED** the report and **NOTED** the latest income performance and additional initiatives to increase stall occupancy on Fridays and at the monthly Artisan markets.
- (ii) Members **CONSIDERED** the procurement of dedicated social media promotion through Radio Newark at an annual cost of £6,600.00 and **AGREED** that a one year contract should be entered into.

FGP27/18/19 Cemetery Update

- (i) Members **NOTED** the various works undertaken to improve the general Cemetery environment.
- (ii) Members **NOTED** the achievement in obtaining Green Flag status for the

Cemetery and congratulated the staff.

- (iii) Members **AGREED** to appoint a small group of Members to visit Bramcote Crematorium as outlined in the Agenda report.

The following Members were appointed:

Cllr L Goff

Cllr Mrs I Brown

Cllr Mrs R Crowe

Cllr R A Crowe

Cllr Ms H Gent

Cllr D Lloyd

- (iv) Members **AGREED** to defer any changes to the Cemetery policy with regard to benches until after the visit in (iii) above had taken place.

FGP27/18/19 Exempt Notice

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 maintaining the exemption outweighs the public interest in disclosing the information.

FGP28/18/19 Christmas Lights

- (i) Members **NOTED** the decision taken to add curtains of lights from the first and second floor window sills and the balustrade across the balcony.
- (ii) Members **AGREED** to waive Standing Order 37 to allow a contract to be awarded to LITE for a further five year period for the installation and dismantling of Christmas Lights.

FGP29/18/19 Newark Festival

Members **AGREED** waive Standing Order 37 to allow a contract to be awarded to Liz Hobbs Group Ltd for a further three year period.

Meeting Closed:	8.05pm	Next Meeting:	Wednesday 3rd October 2018
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