



NEWARK TOWN COUNCIL

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FINANCE & POLICY COMMITTEE MINUTES

Minutes of the Meeting of the Finance & Policy Committee held on Wednesday, 6th April 2016 in the Town Hall.

Membership Present:	Councillor	D Lloyd (in the Chair)
	Councillors	M G Cope (Vice-Chairman) Mrs R Crowe Mrs G Dawn (A) P Duncan Ms H Gent L Goff D Jones T Roberts MBE
In attendance:	Councillors	M Cleasby, R A Crowe, D Hyde, M Skinner, R Williams
Apologies for Absence	Councillors	There were no Apologies
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	

FP32/15/16 Minutes

The Minutes of the meeting held on Wednesday 10th February 2016 were **AGREED** as a true and accurate record and signed by the Chairman.

FP33/15/16 Matters Arising

FP24/15/16 – Internal Audit Report, Page 77; 7.24 – Security – Cemetery Grounds.

Cllr L Goff reported that he will be having a meeting with the Town Clerk and Deputy Town Clerk with regard to this.

FP34/15/16 Declarations of Interest

Cllr L Goff declared an interest in the Friends of Newark Cemetery and Newark Community First Aid.

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

FP35/15/16 Payment Schedule 11/16

Members **AGREED** that payment in accordance with the Payment Schedule 11/16 in the sum of £95,734.82 (ninety five thousand, seven hundred and thirty four pounds 82p) be **NOTED**.

FP36/15/16 Voluntary Body Grant Applications

- (i) Members **CONSIDERED** the draft Grant Guidelines and Application Form for the new grant regime as approved by the Town Council and **AGREED** that they should be adopted.

The Town Clerk confirmed that the current practice of showing the award of grants in the future as expenditure against the 'Grants Budget' and income against the Town Hall Lettings budget would be continued.

- (ii) The request for £350 towards the cost of hiring the Ballroom and Kitchen on Friday 9th September from Reach Learning Disability was **AGREED**.

The Town Clerk pointed out to Members that the maximum sum in the new policy was £500, instead of the current £350.

FP37/15/16 Street Collection Licences

- (i) Members **NOTED** the delegated decision taken by the Town Clerk, in consultation with the Chairman of this Committee to **APPROVE** the request from the Newark Patriotic Fund for a Street Collection on Wednesday 23rd March.

- (ii) Members **NOTED** the request from the Phoenix Children's Foundation was **REFUSED** by the Town Clerk, in consultation with the Chairman of this Committee, as there was no significant local connection to warrant approval.

- (iii) Members then **AGREED** to recommend to Newark & Sherwood District Council that the following applications for Street Collection Licences be **APPROVED**:

- a. Save the Children Fund on Saturday 9th July 2016.
- b. Royal Air Forces Association on Saturday 17th September 2016.
- c. Newark Community First Aid on Saturday 4th June 2016.
- d. Newark and District Round Table on Saturday 17th December 2016.

Members **REFUSED** the following applications as again there were no significant local connections.

- a. The Phoenix Children's Foundation on Sunday 14th August 2016.
- b. James Whale Kidney Cancer Care on Thursday 21st July 2016.

FP38/15/16 Risk Register

Cllr P Duncan asked a question with regard to the Risk Assessment Matrix on page 63 of the Agenda.

The Town Clerk explained the diagram for the benefit of Members.

Members **CONSIDERED** the strategic risks as discussed in the Agenda Report and **AGREED** the revised Risk Management Strategy.

FP39/15/16 Insurance

- (i) Members **NOTED** the decision taken by the Town Clerk to renew the Insurance Policy with Zurich for the 2016/17 financial year.
- (ii) It was **AGREED** to **ACCEPT** the offer from Zurich of a 3 year Long Term Agreement, with the corresponding reduced premium.
- (iii) Bearing in mind (ii) above, Members **AGREED** to the suspension of Standing Order 37 (2) to facilitate this.

Cllr D Jones suggested that a test of the market should be carried out for comparison purposes, twelve months before the expiration date of the Policy, and this was **AGREED**.

Meeting Closed:	7.50pm	Next Meeting:	Wednesday 15th June 2016
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