



# Newark Town Council

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

Tel: 01636 680 333 ~ Fax: 01636 680 350

Email: [post@newark.gov.uk](mailto:post@newark.gov.uk) ~ Website: [www.newark.gov.uk](http://www.newark.gov.uk)

---

## FINANCE & GENERAL PURPOSES COMMITTEE

WEDNESDAY 14<sup>TH</sup> OCTOBER 2020

**Wednesday 7<sup>th</sup> October 2020**

Dear Councillor

You are summonsed to attend a meeting of the Finance & General Purposes Committee at **7.30pm** on Wednesday 14<sup>th</sup> 2020. This meeting will be held remotely using "Zoom".

Any member of the public and press who wishes to attend meeting will need to download Zoom. This application can be downloaded from: <https://zoom.us/meetings>.

The Zoom ID for this meeting is: 929 1616 9637 and the Zoom Pass Code is: 918223.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. Mellor'.

**Alan Mellor**  
**Town Clerk**



## FINANCE & GENERAL PURPOSES COMMITTEE

### A G E N D A

<b>1</b>	<b>Apologies for Absence</b>		
<b>2</b>	<b>Minutes of the Finance &amp; General Purposes Committee held on Wednesday 16<sup>th</sup> September 2020</b>	<b>Minutes Attached</b>	<b>Page 5</b>
<b>3</b>	<b>Matters Arising</b>	<b>Verbal</b>	
<b>4</b>	<b>Declarations of Interest from Members</b>	<b>Verbal</b>	
<b>5</b>	<b>Financial Out Turn</b>	<b>Report Attached</b>	<b>Page 9</b>
<b>6</b>	<b>Hawton Road East Allotment Site</b>	<b>Report Attached</b>	<b>Page 23</b>
<b>7</b>	<b>Climate Change Working Group</b>	<b>Report Attached</b>	<b>Page 25</b>
<b>8</b>	<b>Motion to Exclude the Press and Public</b>	<b>Report Attached</b>	<b>Page 33</b>
<b>9</b>	<b>Staffing</b>	<b>Report Attached</b>	<b>Page 35</b>

**Committee Membership**

Cllr D Jones (Chairman)  
Cllr M Cope (Vice Chairman)  
Cllr J Baggaley  
Cllr Mrs I Brown  
Cllr M Cope  
Cllr E Cropper  
Cllr Mrs G Dawn  
Cllr Mrs R Crowe  
Cllr R A Crowe  
Cllr L Geary  
Cllr L Goff  
Cllr J Henderson  
Cllr D Ledger  
Cllr J Lee  
Cllr D Lloyd  
Cllr T Mathias  
Cllr Ms J Oliver  
Cllr J Olson  
Cllr M Skinner



# Newark Town Council

Town Hall, Market Place, Newark, Nottinghamshire, NG24 1DU  
Tel: 01636 680 333 ~ Fax: 01636 680 350  
Email: [post@newark.gov.uk](mailto:post@newark.gov.uk) ~ Website: [www.newark.gov.uk](http://www.newark.gov.uk)

Agenda Item No: 2

Committee Date: Wednesday 14<sup>th</sup> October 2020

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 16<sup>th</sup> September 2020 in the Town Hall.

Membership Present:	Councillor	D Jones (Chairman)
	Councillors	Mrs G Dawn (Vice-Chairman) J Baggaley Mrs I Brown M Cope E Cropper Mrs R Crowe R A Crowe L Geary L Goff J Henderson D Ledger J Lee D Lloyd T Mathias (Ap) Ms J Oliver (Ap) J Olson M Skinner
<b>Apologies for Absence:</b>	<b>Councillor</b>	T Mathias, Ms J Oliver
<b>Officers Present:</b>	<b>Town Clerk</b>	Alan Mellor
<b>Taking Notes:</b>	<b>PA to the Town Clerk</b>	Helen Crossland
	There was one member of the public present.	
<b>Venue:</b>	Remote meeting via "Zoom".	

**FGP01/20/21 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 4<sup>th</sup> March 2020**

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 4<sup>th</sup> March 2020 were **AGREED** as a true and accurate record and signed by the Chairman (who was present in the Town Hall).

**FGP02/20/21 Matters Arising**

There were no Matters Arising.

**FGP03/20/21 Declarations of Interest**

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

**FGP04/20/21 Payment Schedules 11/20 to 5/21**

Members **AGREED** that payment in accordance with the following Payment Schedules be **APPROVED**:

Payment Schedule 11/20 in the sum of £207,740.89 (two hundred and seven thousand, seven hundred and forty pounds and 89p).

Payment Schedule 12/20 in the sum of £222,549.06 (two hundred and twenty two thousand, five hundred and forty nine pounds and 06p).

Payment Schedule 1/21 in the sum of £91,126.96 (ninety one thousand, one hundred and twenty six pounds and 96p).

Payment Schedule 2/21 in the sum of £129,531.33 (one hundred and twenty nine thousand, five hundred and thirty one pounds and 33p).

Payment Schedule 3/21 in the sum of £107,139.18 (one hundred and seven thousand, one hundred and thirty nine pounds and 18p).

Payment Schedule 4/21 in the sum of £125,378.12 (one hundred and twenty five thousand, three hundred and seventy eight pounds and 12p).

Payment Schedule 5/21 in the sum of £147,480.39 (one hundred and forty seven thousand, four hundred and eighty pounds and 39p).

**FGP05/20/21 Revised Budget 2020/21 & 2021/22**

Prior to discussion of this item, Cllr D Lloyd asked if the Public Convenience figures and the Christmas Lights figures were included in the revised budget.

The Town Clerk responded that the Public Convenience figures were not, but the Christmas Lights were. He added that further reports would be submitted to this Committee when more accurate information was available to produce a Medium Term financial Plan.

The Town Clerk further explained that there could be a reduction in the Town Councils Council Tax Base for next year, if there is a rise in the number of people claiming Council Tax Benefit.

Members then **CONSIDERED** the Town Council's proposed Revised Revenue Budget for the financial year 2020/21 and Revised Estimate for 2021/22 and **AGREED** to recommend to the Town Council that the revised individual figures for 2020/21 be adopted.

## FGP06/20/21 Christmas Lights & Switch On Event

Cllr Mrs R Crowe asked if there would be any Christmas Markets in the run up to Christmas, in particular the Charity Market(s).

The Chairman responded that everything was being done to help the local charities, and it was hoped that there would be the opportunity to have the market.

The Town Clerk reiterated this position.

Cllr E Cropper asked if there was anything that could be done online; the Chairman said he would discuss this with the Town Clerk in due course.

The Town Clerk informed Members that he was currently exploring the idea of filming the lights being switched on, to put on Facebook for example and would inform them of the outcome.

Cllr E Cropper then suggested that perhaps local choirs could be asked to put videos on line, and Cllr J Olson thought that schools could be invited to send in videos of Christmas celebrations etc also. Cllr J Henderson and Cllr L Geary supported these ideas. Cllr L Geary reported that as the Parish Church was not now going to have the Christmas Tree Festival, this was another idea – ask people to send photos of their decorated trees to show online.

Cllr Mrs I Brown then spoke; she said she had observed that social distancing was not being practiced in the Market Place and she felt that Town Councillors were not being kept up to date with what was going on.

Cllr J Henderson said he thought that it had been previously agreed that there would be marshals on duty in the Market Place; the Town Clerk responded that this had taken place, but only when the shops had reopened. He had no intelligence as yet as to what the police would be doing, moving forward, with the 'groups' situation (the Rule of 6).

- (i) Members then **APPROVED** the cancellation of the Christmas Light Switch On event schedule for November 2020.
- (ii) Members **CONFIRMED** the erection of the Christmas Light displays as in previous years.

## FGP07/20/21 Public Conveniences

Cllr L Goff began discussion on this item. He asked if the Odeon Cinema could/should be approached to see if they would allow members of the public to use their facilities.

Cllr J Baggaley said that the Library had facilities, which included disabled.

Cllr J Olson pointed out that the Library was open, but the toilet facilities were not.

Cllr Mrs I Brown pointed out that the Library facilities belonged to Notts County Council, they were not public.

The Town Clerk referred Members back to the Agenda Report and the figures contained therein and went through the costs of providing these facilities.

Cllr J Olson said that if the London Road facility was closed, some improved signage would be required in the car park; the Chairman and Town Clerk agreed with this.

- (i) Members **AGREED** that the Public Convenience situated on London Road should remain closed permanently.
- (ii) Members also **AGREED** to ask the Town Clerk to investigate potential alternative uses for the building and the associated financial implications.

**FGP08/20/21 Representation on Outside Bodies**

It was **AGREED** to defer this report until after the next Annual General Meeting of the Town Council in 2021.

**FGP09/20/21 Motion to Exclude the Press & Public**

Members **AGREED** 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.

**FGP10/20/21 Staffing**

- (i) Members **AGREED** to reduce the opening times of the Town Hall for members of the public to a morning only service (9.00am to 1.00pm).
- (ii) Members **APPROVED** the redundancies of two Receptionists in accordance with the Town Council's Redundancy Policy with effect from 31<sup>st</sup> October 2020.
- (iii) Members **APPROVED** the working week of one Receptionist to be 22.5 hours.
- (iv) Members **APPROVED** the redundancy of one cemetery employee in accordance with the Town Council's Redundancy Policy with effect from 31<sup>st</sup> October 2020.
- (v) Members **AGREED** to the request from the Market Manager to take Flexible retirement with effect from a date to be agreed with the Town Clerk.
- (vi) Members **APPROVED** the establishment of a deputy post to be appointed from one of the two current Town Centre officers.
- (vii) Members **APPROVED** the revised rota working arrangements for the whole Market Team as outlined in the report.
- (viii) Members **AGREED** to the request from the Town Clerk to take Flexible Retirement with effect from a date to be agreed with the Chairman and Vice Chairman of this Committee.
- (ix) Members **APPROVED** the creation of a new Responsible Finance Officer post and to externally advertise the position.
- (x) Members **APPROVED** the redundancy of a Financial Officer in accordance with the Town Council's Redundancy Policy with effect from 31<sup>st</sup> October 2020.

<b>Meeting Closed:</b>	<b>8.30pm</b>	<b>Next Meeting:</b>	<b>Wednesday 14<sup>th</sup> October 2020</b>
------------------------	---------------	----------------------	-----------------------------------------------



**FINANCE & GENERAL PURPOSES COMMITTEE**

<b>SUBJECT:</b>	<b>FINANCIAL OUT TURN</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>

**1. Recommendations**

1.1 To receive and approve the financial out-turn report as at 31 August 2020.

**2. Background**

2.1 In accordance with Financial Regulations, the financial out turn for the period 1 April to 31 August 2020 is attached to this report as Appendix 1.

The figures shown include:

Expenditure committed, and Invoices issued at 31 August 2020, together with other known/likely costs.

The figures include both the Original Budget for 2020/21 and the Revised Budget that was approved by the Town Council in September.

There are no significant variances from the Revised Budget which need to be brought to Members attention.

**3. Financial Legal, Equality, Risk and Environmental Issues**

3.1 None.

<b>Background Papers:</b>	
<b>Lead Officer:</b>	<b>Alan Mellor</b> Tel: 01636 684801 Email: <a href="mailto:alan.mellor@newark.gov.uk">alan.mellor@newark.gov.uk</a>



			Revised	Actual	%
	Actual	Estimate	Estimate	as at	
SUMMARY	2019/20	2020/21	2020/21	31-Aug	
	£	£	£	£	
PAYROLL COSTS exc. PCs	671,553	695,000	695,000	276,228	39.75
GRANTS	-277,200	-302,010	-372,010	-185,792	49.9
NEWARK MARKET	-82,370	-109,890	-11,700	-16,502	141.0
PARKS & PLAYING FIELDS	198,438	202,910	188,140	84,506	44.9
OTHER OPEN SPACES	-21,090	-20,400	-20,430	-9,070	44.4
SHERWOOD AVENUE AMENITIES	26,049	27,530	26,580	12,291	46.2
ENVIRONMENTAL IMPROVEMENT SCHEMES	2,452	3,540	2,980	600	20.1
CENTRAL ESTABLISHMENT	30,660	44,660	36,690	24,747	67.4
TOWN HALL	122,457	124,070	130,080	38,401	29.5
BUTTERMARKET	18,065	29,270	25,000	2,472	9.9
ENVIRONMENT	-28,574	-19,980	-10,420	-6,702	64.3
PUBLIC CONVENIENCES	136,447	116,680	108,830	47,305	43.5
LEISURE & ECONOMIC DEVELOPMENT	162,605	158,980	89,520	3,596	4.0
PWLB LOANS	47,672	66,280	66,280	27,617	41.7
<b>TOTAL NET EXPENDITURE</b>	<b>1,007,164</b>	<b>1,016,640</b>	<b>954,540</b>	<b>299,697</b>	<b>31.4</b>
Precept	927,429	959,387	959,387	399,745	41.7
(Deficit)/Surplus	-79,735	-57,253	4,847	100,048	
General Fund Balance b/fwd	340,785	239,184	261,050	261,050	
General Fund Balance 31 March	<b>261,050</b>	<b>181,931</b>	<b>265,897</b>	<b>361,098</b>	

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
GRANTS	410	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
Devolved Services Grant		-277,200	-302,010	-302,010	-125,838	41.7
Furlough Grant				-70,000	-59,954	85.6
Covid-19 Support Grant						
<b>GROSS INCOME</b>		<b>-277,200</b>	<b>-302,010</b>	<b>-372,010</b>	<b>-185,792</b>	<b>49.9</b>

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
MARKET	420	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
Printing & Stationery	4025	702	670	500	124	24.8
Repairs & Maintenance	4101	2,789	3,050	2,800	0	0.0
Electricity	4103	6,852	7,000	7,000	1,464	20.9
Rates	4105	40,824	42,050	41,470	17,279	41.7
Repairs & Renewals Fund	4110	10,980	11,310	5,000	2,083	41.7
Equipment & Tools	4111	3,573	4,120	500	0	0.0
Materials	4112	300	310	50	0	0.0
Refuse Collection	4065	19,414	18,000	19,000	5,734	30.2
Security	4124	986	1,030	250	0	0.0
Marketing & Promotion	4125	29,723	30,900	10,000	920	9.2
Computers	4029	1,018	1,030	750	0	0.0
Insurance	4129	648	310	650	271	41.7
Subscriptions/Licences	4131	320	330	330	358	108.5
<b>GROSS EXPENDITURE</b>		<b>118,129</b>	<b>120,110</b>	<b>88,300</b>	<b>28,233</b>	<b>32.0</b>
<b>INCOME</b>						
Market Rents	1500/05	200,499	230,000	100,000	44,735	44.7
<b>GROSS INCOME</b>		<b>200,499</b>	<b>230,000</b>	<b>100,000</b>	<b>44,735</b>	<b>44.7</b>
<b>NET EXPENDITURE</b>		<b>-82,370</b>	<b>-109,890</b>	<b>-11,700</b>	<b>-16,502</b>	<b>141.0</b>

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
<b>PARKS &amp; PLAYING FIELDS</b>	<b>429-435</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>31-Aug</b>	
		£	£	£	£	
Bowling Green Maintenance	4099	5,150	5,310	5,310	2,213	41.7
Repairs & Maintenance	4101	3,738	3,780	3,780	7,815	206.7
Repairs & Renewals Fund	4110	13,180	13,580	7,500	3,125	41.7
Safety Inspections	4113	280	290	290	0	0
Annual Play Equipment Inspection	4115	94	100	100	0	0
Security	4126	1,452	1,480	1,480	0	0
Licence Fee Public Entertainment	4131	1,000	1,030	1,000	1,070	107
Insurance	4129	761	780	780	325	41.7
Collis Close	4109	6,000	6,000	6,000	2,500	41.7
Parks Service Level Agreement	4117	172,533	177,060	165,900	69,125	41.7
<b>GROSS EXPENDITURE</b>		<b>204,188</b>	<b>209,410</b>	<b>192,140</b>	<b>86,173</b>	<b>44.8</b>
<b>INCOME</b>						
Rents	1107	1,750	2,500	0		0
Collis Close	1109	4,000	4,000	4,000	1,667	41.7
<b>GROSS INCOME</b>		<b>5,750</b>	<b>6,500</b>	<b>4,000</b>	<b>1,667</b>	<b>41.7</b>
<b>NET EXPENDITURE</b>		<b>198,438</b>	<b>202,910</b>	<b>188,140</b>	<b>84,506</b>	<b>44.9</b>

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
<b>SHERWOOD AVENUE</b>	<b>436/437</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>31-Aug</b>	
		£	£	£	£	
Bowling Green Maintenance	4099	12,150	12,520	12,520	8,243	65.8
Repairs & Maintenance	4101	3,015	3,350	3,000	2,045	68.2
Repairs & Renewals Fund	4110	4,120	4,240	4,240	1,767	41.7
Safety Inspections	4113	250	270	270	0	0
CCTV	4114	3,000	3,250	3,000	0	0
Annual Play Equipment Inspection	4115	94	100	100	0	0
Security	4126	2,904	2,920	2,920	44	1.5
Green Flag	4116	0	350	0	0	0
Licence Fee Public Entertainment	4131	70	70	70	0	0
Insurance	4129	446	460	460	192	41.7
<b>GROSS EXPENDITURE</b>		<b>26,049</b>	<b>27,530</b>	<b>26,580</b>	<b>12,291</b>	<b>46.2</b>

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
OTHER OPEN SPACES	439-450	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
Repairs & Maintenance	4101	3,115	3,710	3,700	1,805	48.8
Repairs & Renewals Fund	4110	1,310	1,350	1,350	563	41.7
Annual Play Equipment						
Inspection	4115	282	290	290	0	0
Security	4126	1,452	1,480	1,480	0	0
Meadow Cutting	4127	200	210	200	0	0
Insurance	4129	299	310	300	125	41.7
<b>GROSS EXPENDITURE</b>		<b>6,658</b>	<b>7,350</b>	<b>7,320</b>	<b>2,493</b>	<b>34.1</b>
<b>INCOME</b>						
Section 106		27,748	27,750	27,750	11,563	41.7
Sponsorship	1125	0	0	0	0	0
<b>GROSS INCOME</b>		<b>27,748</b>	<b>27,750</b>	<b>27,750</b>	<b>11,563</b>	<b>41.7</b>
<b>NET EXPENDITURE</b>		<b>-21,090</b>	<b>-20,400</b>	<b>-20,430</b>	<b>-9,070</b>	<b>44.4</b>

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
ENVIRONMENTAL IMPROVEMENTS	451	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
Repairs & Maintenance	4101	1,000	2,060	1,500	556	37.1
Security	4126	1,452	1,480	1,480	44	3
Insurance	4129		0			
<b>GROSS EXPENDITURE</b>		<b>2,452</b>	<b>3,540</b>	<b>2,980</b>	<b>600</b>	<b>20.1</b>

				Revised	Actual	
	Code	Actual	Estimate	Estimate	as at	%
CENTRAL ESTABLISHMENT	101	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
<b>Mayoralty</b>						
Mayor's Allowance	4001	3,000	3,090	500	0	0
Mayor's Sunday/Mayor Making	4002	1,166	1,400	0	0	0
Civic Functions	4004	2,362	3,090	1,000	0	0
Mayoral Car	4010	4,232	3,750	3,000	1,090	36.3
Badges/Shields/Insignia	4011	588	2,000	0	0	0
Mayoral Robes	4765	850	550	0	0	0
<b>Employees</b>						
Pensions	4902	4,910	3,900	3,900	962	24.7
Subsistence/Travel & Vehicle Costs						
	4019	1,573	1,800	1,000	0	0
Honoraria Payment	4020	1,009	1,030	1,030	0	0
Advertising/Appointments	4023	100	200	250	0	0
Uniforms	4021	3,351	3,320	2,500	1,508	60.3
Staff Training inc. Health & Safety	4022	2,222	2,580	1,500	74	4.9
<b>Establishment Expenses</b>						
Printing & Stationery	4025	5,722	5,150	4,000	904	22.6
Postage	4027	2,413	2,320	2,000	990	49.5
Telephones	4028	6,928	7,160	7,000	3,043	43.5
Information Technology	4029	13,315	13,390	13,000	9,825	75.6
Insurance	4129	3,598	3,710	3,710	1,546	41.7
Audit	4031	2,400	2,400	2,400	0	0
Consultancy:						
Personnel/Legal/Audit	4137	7,167	7,730	3,000	0	0
Office Equipment	4032	644	520	0	0	0
Office Equipment R & R Fund	4860	750	770	0	0	0
Publications	4034	35	50	50	20	40
Bank Charges	4039	2,748	2,580	2,580	1,044	40.5
Conferences/Seminars	4036	934	1,000	0	0	0
<b>Other Expenditure</b>						
Subscriptions	4041	851	770	770	95	12.3
Grant - St Marys Church	4045	1,760	1,800	1,800	0	0
Grants - Voluntary Bodies Room Hire						
	4044	3,060	3,710	0	0	0
Grants - Citizens Advice Bureau	4048	5,000	5,000	5,000	0	0
Grants - Newark Twinning Association						
	4049	530	550	550	0	0
Town Team	4050	34,687	38,190	30,000	21,706	72.4
Defibrillator	4042	153	150	150	0	0
Election Costs	4061	11,000	11,000	6,000	2,500	41.7
<b>GROSS EXPENDITURE</b>		<b>129,058</b>	<b>134,660</b>	<b>96,690</b>	<b>45,307</b>	<b>46.9</b>
<b>INCOME</b>						
Investment Interest	1870	98,398	90,000	60,000	20,560	34.3
<b>GROSS INCOME</b>		<b>98,398</b>	<b>90,000</b>	<b>60,000</b>	<b>20,560</b>	<b>34.3</b>
<b>NET EXPENDITURE</b>		<b>30,660</b>	<b>44,660</b>	<b>36,690</b>	<b>24,747</b>	<b>67.4</b>

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
TOWN HALL	201	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
<b>Premises</b>						
Maintenance & Equipment	4101	14,911	15,900	14,000	2,781	19.9
Electricity	4103	8,156	8,500	8,500	2,479	29.2
Gas	4104	16,831	17,000	17,000	1,434	8.4
Rents	4107	109	110	110	81	73.6
Rates	4105	20,376	20,990	20,990	11	0.1
Sewerage/Water Charges	4106	1,675	1,600	1,600	690	43.1
Town Hall Maintenance Reserve	4860	50,000	51,500	51,500	21,458	41.7
<b>Supplies and Services</b>						
Contractual Services	4122	10,089	10,880	10,000	6,800	68
Marketing & Promotion	4125	1,033	1,030	0	0	0
Refreshments	4035	1,838	1,740	750	30	4
Bookings Expenditure	4163	2,211	2,660	0	0	0
Bar Purchases	4168/71	4,428	4,000	1,000	0	0
<b>Establishment Expenses</b>						
Insurance	4129	5,611	5,780	5,780	2,408	41.7
Subscription/Licences	4131	937	980	950	483	50.8
<b>GROSS EXPENDITURE</b>		<b>138,205</b>	<b>142,670</b>	<b>132,180</b>	<b>38,655</b>	<b>29.2</b>
<b>INCOME</b>						
Lettings	1160/63	8,359	10,000	0	0	0
Refreshments	1035	540	600	100	36	36
Town Hall Bar	1168/71	6,849	8,000	2,000	218	10.9
<b>GROSS INCOME</b>		<b>15,748</b>	<b>18,600</b>	<b>2,100</b>	<b>254</b>	<b>12.1</b>
<b>NET EXPENDITURE</b>		<b>122,457</b>	<b>124,070</b>	<b>130,080</b>	<b>38,401</b>	<b>29.5</b>

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
BUTTERMARKET	202	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
<b>Premises</b>						
Maintenance & Equipment	4101	2,516	2,500	2,500	2,430	97.2
Electricity	4103	1,479	250	2,000	3,055	152.8
Contractual Services	4122	500	1,000	500	0	0
Contingency	4861	20,000	35,000	25,000		0
<b>GROSS EXPENDITURE</b>		<b>24,495</b>	<b>38,750</b>	<b>30,000</b>	<b>5,485</b>	<b>18.3</b>
<b>INCOME</b>						
Rents	1107	6,430	9,480	5,000	3,013	60.3
<b>GROSS INCOME</b>		<b>6,430</b>	<b>9,480</b>	<b>5,000</b>	<b>3,013</b>	<b>60.3</b>
<b>NET EXPENDITURE</b>		<b>18,065</b>	<b>29,270</b>	<b>25,000</b>	<b>2,472</b>	<b>9.9</b>



				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
ENVIRONMENT	301	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
<b>Premises</b>						
Maintenance of Allotments	4102	4,348	4,240	4,300	4,943	115
Dog Litter Bins	4324	7,337	9,490	7,500	0	0
Cemetery Upkeep of Grounds	4322	24,797	25,570	25,570	6,988	27.3
Street Furniture	4325	1,396	1,640	1,500	0	0
Rates	4105	8,347	8,600	8,600	4,243	49.3
Electricity	4103	1,323	1,200	1,300	325	25
Gas	4104	1,430	1,400	1,400	831	59.4
Water and Sewerage	4106	785	750	800	307	38.4
<b>Capital Funding</b>						
R & R Fund Cemetery	4830	5,000	5,150	2,500	1,042	41.7
<b>Supplies and Services</b>						
Equip, Tools & Materials	4320	2,175	2,060	2,000	420	21
<b>Promotions</b>						
Newark in Bloom	4340	25,612	25,750	25,750	10,377	40.3
Green Flag/Heritage Site	4116	0	520	330	329	99.7
Keep Newark Tidy	4326	0	0	0	0	
<b>Vehicle &amp; Machinery Costs</b>	<b>4309</b>	<b>13,479</b>	<b>12,880</b>	<b>13,000</b>	<b>5,232</b>	<b>40.2</b>
<b>Establishment Expenses</b>						
Telephone	4028	3,180	3,180	3,180	1,069	33.6
Insurance	4129	8,088	8,330	8,100	3,375	41.7
<b>GROSS EXPENDITURE</b>		<b>107,297</b>	<b>110,760</b>	<b>105,830</b>	<b>39,481</b>	<b>37.3</b>
<b>INCOME</b>						
Allotment Rents	1350	6,067	5,750	6,000	53	0.9
Plinths/Memorial Tablets	1362	21,133	24,750	20,000	8,729	43.6
General Fees	1360	99,074	90,640	90,000	37,203	41.3
Newark in Bloom	1340	9,597	9,600	250	198	79.2
<b>GROSS INCOME</b>		<b>135,871</b>	<b>130,740</b>	<b>116,250</b>	<b>46,183</b>	<b>39.7</b>
<b>NET EXPENDITURE</b>		<b>-28,574</b>	<b>-19,980</b>	<b>-10,420</b>	<b>-6,702</b>	<b>64.3</b>

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
PUBLIC CONVENIENCES	401	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
<b>Employees</b>						
Payroll: Gross	4900	114,446	97,000	90,000	40,693	45.2
National Insurance	4901	6,351	6,500	6,500	2,621	40.3
Superannuation	4902	17,266	20,000	15,000	6,200	41.3
<b>Premises</b>						
Repairs and Maintenance	4601	5,627	5,840	4,000	1,236	30.9
Rates	4105	13,453	13,850	0	0	0
Electricity	4103	13,725	13,000	12,000	4,656	38.8
Gas	4104	918	1,400	1,000	381	38.1
Water & Sewerage	4106	9,893	6,000	6,000	2,670	44.5
Repairs & Renewals Fund	4860	5,000	5,150	2,500	1,042	41.7
<b>Supplies &amp; Services</b>						
Materials Inc. Cleaning	4602	3,667	3,600	3,600	427	11.9
Contractual Services	4622	3,793	5,150	4,000	1,202	30.1
<b>Establishment Expenses</b>						
Telephone Costs	4028	1,338	1,280	1,000	259	25.9
Insurance	4129	1,069	1,100	1,100	458	41.6
<b>GROSS EXPENDITURE</b>		<b>196,546</b>	<b>179,870</b>	<b>146,700</b>	<b>61,845</b>	<b>42.2</b>
<b>INCOME</b>						
Vending & Weighing Machines	1635/40	30	20	0	0	0
St Marks Charges	1620	7,544	9,000	1,000	554	55.4
London Road Charges	1618	1,709	2,250	0	0	0
Tolney Lane Charges	1619	5,899	6,250	0	0	0
Rents Tolney Lane Kiosk	1621	3,725	3,720	3,720	1,552	41.7
Rents London Road Kiosk	1622	7,192	6,950	6,900	1,496	21.7
NSDC - SLA	1650	34,000	35,000	26,250	10,938	41.7
<b>GROSS INCOME</b>		<b>60,099</b>	<b>63,190</b>	<b>37,870</b>	<b>14,540</b>	<b>38.4</b>
<b>NET EXPENDITURE</b>		<b>136,447</b>	<b>116,680</b>	<b>108,830</b>	<b>47,305</b>	<b>43.5</b>

				Revised	Actual	%
	Code	Actual	Estimate	Estimate	as at	
LEISURE & ECONOMIC DEV	501	2019/20	2020/21	2020/21	31-Aug	
		£	£	£	£	
<b>Promotions</b>						
Christmas Lights Displays	4725	61,665	63,140	63,140	0	0.0
Christmas Lights Promotions	4726	15,493	15,450	0	0	0.0
General	4745	2,120	2,060	1,000	1,436	143.6
<b>Museum/Civic Regalia</b>						
Museum Revenue	4770	2,598	2,580	500	127	25.4
Museum Acquisitions	4772	0	0	0	0	0.0
Museum Insurance cover	4129	4,743	4,880	4,880	2,033	41.7
<b>Arts &amp; Entertainment Programme</b>						
Band Concerts/Summer Picnic	4720	8,711	19,000	0	0	
Violin School Event	4722	250	250	0	0	0.0
Newark Festival	4723	61,500	45,000	20,000	0	0.0
Festival Programme Events	4718	0	0	0	0	0.0
Newark Half Marathon	4051	1,000	1,000	0	0	0.0
<b>Twinning/Friendship Links</b>						
Civic Twinning	4750	1,001	1,150	0	0	0.0
Friends Support Groups	4760	0	260	0	0	0.0
<b>Admin. Expenses</b>						
Consultancy: Personnel/Legal/I Audit	4137	8,500	8,760	0	0	0.0
<b>GROSS EXPENDITURE</b>		<b>167,581</b>	<b>163,530</b>	<b>89,520</b>	<b>3,596</b>	<b>4.0</b>
<b>INCOME</b>						
Sunday Band Concerts	1720	1,784	2,000	0	0	0.0
Christmas Lights	1726	1,200	1,000	0	0	0.0
Museum	1770	1,992	1,550	0	0	0.0
<b>GROSS INCOME</b>		<b>4,976</b>	<b>4,550</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
<b>NET EXPENDITURE</b>		<b>162,605</b>	<b>158,980</b>	<b>89,520</b>	<b>3,596</b>	<b>4.0</b>

<b>REPAIRS AND RENEWALS FUNDS 2020/21</b>						
	<b>Balance 31.03.2020</b>	<b>Contrib. 2020/21</b>	<b>Actual Expend</b>	<b>Projects</b>	<b>Estimated Expend</b>	<b>Estimated Balance 31.03.2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>		<b>£</b>	<b>£</b>
<b>ALLOTMENTS</b>	<b>175</b>					<b>175</b>
<b>CEMETERY</b>	<b>46,654</b>	<b>2,500</b>	<b>-11,438</b>	2020/21 Revenue provision Tree Works		<b>37,716</b>
<b>INFORMATION TECHNOLOGY</b>	<b>332</b>	<b>4,120</b>		2020/21 Revenue provision		<b>4,452</b>
<b>OFFICE EQUIPMENT</b>	<b>9,303</b>	<b>0</b>		Miscellaneous 2020/21 Revenue provision		<b>9,303</b>
<b>MARKET PLACE</b>	<b>14,187</b>	<b>5,000</b>		2020/21 Revenue provision  Market Repairs General	  -5,000	<b>14,187</b>
<b>PUBLIC CONVENIENCES</b>	<b>21,030</b>	<b>2,500</b>		2020/21 Revenue provision Painting	 -2,500	<b>21,030</b>
<b>PARKS &amp; PLAYING FIELDS</b>	<b>49,321</b>	<b>7,500</b>		2020/21 Revenue provision Riverside Park Play Area Miscellaneous	 -50,000 -5,000	<b>1,821</b>
<b>PARKS SHERWOOD AVE.</b>	<b>4,906</b>	<b>4,120</b>		Miscellaneous 2020/21 Revenue provision Skate Park Refurbishments Floodlights	  -9,000 -1,504	<b>-1,478</b>
<b>PARKS PRIVATE ESTATES PLAY AREA</b>	<b>6,990</b>	<b>1,350</b>		2020/21 Revenue provision  Miscellaneous	  -5,000	<b>3,340</b>
<b>Totals</b>	<b>152,898</b>	<b>27,090</b>	<b>-11,438</b>		<b>-78,004</b>	<b>90,546</b>

<b>RESERVE FUNDS 2020/21</b>						
	<b>Balance 31.03.2020</b>	<b>Contrib. 2020/21</b>	<b>Actual Expend</b>	<b>Projects</b>	<b>Estimated Expend</b>	<b>Estimated Balance 31.03.2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>		<b>£</b>	<b>£</b>
<b>CAPITAL RECEIPTS</b>	<b>-713,412</b>			Ransome & Marles Cricket Facilities	-85,000	
			-2,110	Cemetery Improvements	-197,890	
				Cemetery Groundworks	-75,000	
			-6,000	Statue Relocation		
				PC Improvements	-27,000	
				Street Furniture Painting	-3,500	
			-13,350	Town Centre Benches		
				Church Street Refuse scheme	-50,000	
				Town Centre Pavement Repairs	-50,000	
		37,500		Local Improvement Scheme		
						<b>-1,185,762</b>
<b>DORIS BAINBRIDGE INVESTMENT FUND</b>	<b>0</b>	2,000		Band Concerts 2020/21 Investment Interest		<b>2,000</b>
<b>ELECTIONS</b>	<b>3,813</b>	4,400		Town Council Elections May 2019 Adj.		
		11,000		2020/21 Revenue provision		<b>19,213</b>
<b>RISK MANAGEMENT</b>	<b>946</b>			Miscellaneous		<b>946</b>
<b>TOWN HALL</b>	<b>322,033</b>	51,500		2020/21 Revenue provision		
				Toilet Refurbishment	-12,000	
				Heat Pumps	-6000	
				Ballroom Decoration	-15000	
				Miscellaneous Repairs	-5000	
						<b>335,533</b>
<b>MUSEUM</b>	<b>7,656</b>	2,587		R Kiddey Legacy New Acquisitions	-5,000	
						<b>10,243</b>
<b>BUTTERMARKET AND NEIGHBOURHOOD PLAN</b>	<b>67,500</b>			Buttermarket Options Appraisal	-50,000	
						<b>17,500</b>
<b>Totals</b>	<b>-311,464</b>	<b>108,987</b>	<b>-21,460</b>		<b>-581,390</b>	<b>-800,327</b>

<b>SECTION 106 AGREEMENTS 2020/21</b>						
	<b>Balance 31.03.2020</b>	<b>Contrib. 2020/21</b>	<b>Actual Expend</b>	<b>Projects</b>	<b>Estimated Expend</b>	<b>Estimated Balance 31.03.2021</b>
	£	£	£		£	£
<b>COMMUNITY INFRASTRUCTURE LEVY</b>	<b>37,056</b>					
				CIL Income 2020/21	20,000	
				Tree Planting	-7,500	
				Town Centre Planters	-1,500	
				Climate Change Projects	-50,000	<b>-1,944</b>
<b>GRANGE ROAD</b>	<b>21,065</b>					
			-3,402	Revenue Expenditure		<b>17,663</b>
<b>FARNDON ROAD DE HAVILLAND WAY</b>	<b>926</b>					
			-926	Revenue Expenditure		<b>0</b>
<b>NEWBURY ROAD OPEN SPACE &amp; PLAY AREA</b>	<b>32,703</b>					
			-16,352	Revenue Expenditure		<b>16,351</b>
<b>AUTUMN CROFT</b>	<b>30,000</b>					
			-5,000	Revenue Expenditure		<b>25,000</b>
<b>BARNBY ROAD</b>	<b>16,688</b>					
			-2,069	Revenue Expenditure		<b>14,619</b>
<b>Totals</b>	<b>138,438</b>	<b>0</b>	<b>-27,749</b>		<b>-39,000</b>	<b>71,689</b>

**FINANCE & GENERAL PURPOSES COMMITTEE**

<b>SUBJECT:</b>	<b>HAWTON ROAD EAST ALLOTMENT SITE</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>

**1. Recommendation**

1.1 Members are asked to approve the termination of the Town Council's lease from Newark & Sherwood District Council for the Hawton Road East Allotment Site, enabling Reach to take out a lease directly with the District Council so that the project can proceed.

**2. Background**

2.1 A report was submitted to this Committee in September 2019 seeking approval to lease the above site to 'REACH', a charity that supports people with learning difficulties for a project to provide horticultural training and experience to their clients.

This Committee supported the initiative and approve a lease for this group.

2.2 The site is owned by Newark and Sherwood District Council and is unsuitable for development due to inadequate site access. The District currently lease the site to the Town Council as "allotment land" under a formal lease which has 14 years left to run. The lease is at no cost to the Town Council. The site has no water or mains electricity, and access is largely restricted to pedestrian traffic using a narrow grass strip coming off Hawton Road. The grass strip is just wide enough to allow vehicles to gain access, but on a limited basis.

2.3 However following further investigation of the Lease from NSDC it is clear that the Town Council can not formally sub let the site as a whole and it can only be used for the purpose of individual Allotments.

In addition REACH want to locate a portacabin on the site to support the project.

2.4 In order to resolve these legal restrictions it is therefore now proposed that the Town Council's lease with NSDC is terminated. This will then enable Reach to take out a lease directly with NSDC, thus enabling the project to proceed.

**3 Financial, Legal, Equality, Risk & Environmental Issues**

3.1 If the site becomes unoccupied and it reverts to grass land it is expected the cost will amount to around £1,000 pa to keep it safe.

If the site is converted to public allotments, income is likely to be very low; the average allotment costs £43.17 pa, but the maintenance cost will be similar to if the site was unoccupied. Car parking will also be an issue.

If the site is occupied by Reach, the site will be kept in good order and there will be no cost to the Town Council.

<b>Background Papers:</b>	None.
<b>Lead Officer:</b>	<b>Alan Mellor</b> <b>Tel: 01636 680333</b> <b>Email: <a href="mailto:Alan.mellor@newark.gov.uk">Alan.mellor@newark.gov.uk</a></b>



**FINANCE & GENERAL PURPOSES COMMITTEE**

<b>SUBJECT:</b>	<b>CLIMATE CHANGE WORKING GROUP</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>

**1. Recommendation**

1.1 Members are asked to consider:

- (i) The appointment of individual Members to the Climate Change Working Group.

**2. Background**

2.1 At the meeting of the Full Town Council in September 2019 a motion was debated on the issue of Climate Change. The Finance & General Purposes Committee subsequently established a Working Group made up as follows:

Conservative Group – 2 Members

Labour – 1 Member

Un Aligned Independents – 1 Member

Greens – 1 Member

This follows the political balance of the Town Council which remains unaltered since last year.

2.2 The current membership of the Working Group is:

Conservative Group – Cllrs D Lloyd & J Lee

Labour – Cllr J Olson

Un Aligned Independents – Cllr T Mathias

Greens – Cllr J Henderson

In addition to the above the Town Council’s Standing Orders provide for the Chairman of this Committee to be a member of this Working Group on an ‘ex-officio’ basis. Following the decisions taken at the last meeting of the full Town Council this will be Cllr D Jones.

2.3 Members are invited to review the membership of this Working Group for the remainder of this civic year.

2.4 Attached at Appendix 1 is the initial report that was submitted to the Working Group in January which sets out the remit for Members information.

**3. Financial, Legal, Equality, Risk & Environmental Issues**

3.1 None.

<b>Background Papers:</b>	None
<b>Lead Officer:</b>	<b>Alan Mellor</b> Tel: 01636 680333 Email: <a href="mailto:Alan.mellor@newark.gov.uk">Alan.mellor@newark.gov.uk</a>

Agenda Item No. 3

Working Group Date: 27<sup>th</sup> January 2020**CLIMATE CHANGE WORKING GROUP**

<b>SUBJECT:</b>	<b>REMIT OF WORKING GROUP</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>

**1. Recommendations**

## 1.1 Members are asked to consider:

- (i) How the Town Council can commission necessary support in order to ascertain the current baseline carbon footprint position,
- (ii) Recommending to the Finance & General Purposes Committee that all future reports to the Town Council and its Committees contain a formal assessment the Environmental impacts arising from a proposed course of action,
- (iii) With regard to (ii) Members may wish to give some guidance as to what assessments are carried out to ensure that their expectations can be delivered,
- (iv) How to widen out the work of this Group to include the involvement of local businesses, local residents and expert advisers,
- (v) What opportunities there are to work in collaboration with the District Council and/or other Parish Councils which can contribute to the achievement of targets and reduce any duplication of costs across the local government sector,
- (vi) Establishing a Fund into which bids can submitted for financial support of projects which address the Climate Change Emergency,
- (vii) Recommending to the Finance & General Purposes Committee that the sum of £7,500 for Tree Planting is added into the approved CIL budget in both the 2019/20 & 2020/21 financial years,
- (viii) Recommending to the Finance & General Purposes Committee that the sum of £50,000 for Climate Change Projects is added into the approved CIL budget in the 2020/21 financial year.

**2. Background**

- 2.1 At the meeting of the Full Town Council held on 18<sup>th</sup> September 2019, a resolution was debated concerning a Climate Change Emergency. The following resolution was subsequently passed:

“Newark Town Council therefore resolves to:

- a. Declare a Climate emergency
- b. Establish a base line and report back on measures within direct and shared services to become a carbon neutral Council.
- c. Take the following measures:
  - a. Consider climate change and environmental mitigation/enhancement when making operational decisions.
  - b. Set up a Working Group consisting of Members of the Town Council, across all parties, inviting local businesses, local residents and expert advisers.
  - c. The Town Council will set achievable yet ambitious targets to become carbon neutral including the management of waste and enhancing bio-diversity.
  - d. Where possible, the Town Council will work with and lobby other levels of government to provide the resources and policies required to meet our targets.
  - e. The Town Council will work across all levels of government and with other organisations to enable local people, businesses and not-for-profit organisations to reduce their carbon footprints.”

2.2 The Finance & General Purposes Committee at its meeting held on 16<sup>th</sup> October 2019 **APPROVED** the establishment of a Climate Change Working Group.

It further **AGREED** that the number of Members to be appointed to the Working Group be as advised as in the recommendations:

Conservative Group – 2 members

Labour – 1 member

Independents – 1 member

Greens – 1 member

The Members appointed to serve on the Working Group were:

**Conservative:**

Cllr J Lee

Cllr D Lloyd

**Labour:**

Cllr J Olson

**Independent:**

Cllr T Mathias

**Green:**

Cllr J Henderson

The Chairman of this Committee, Cllr D Jones is also be a member of this Working Group on an 'ex-officio' basis.

- 2.3 The Working Group has been established by the Finance & General Purposes Committee; the Minutes of this Working Group will therefore be submitted to this Committee for consideration and decision as appropriate.

The purpose of this report is for the Working Group to consider how it wishes to take the issue of Climate Change forward and what proposals it wishes to put forward to the Town Council for implementation.

I have attached at Appendix 1 a report which was submitted to the District Councils' Leisure & Environment Committee in September 2019, which may facilitate Members consideration of this issue from the Town Council's perspective.

The report below deals with the resolutions that were agreed by the Town Council in September.

### **3. Establish a Baseline**

- 3.1 The Agreed resolution wording for this is:

"a. Establish a baseline and report back on measures within direct and shared services to become a carbon neutral Council."

For clarity I would ask that Members confirm that the Baseline referred to above relates to the Town Council's carbon footprint. If this isn't the case then further clarification is required to assess what the Baseline is.

- 3.2 The attached report from the District Council deals with this issue at paragraph 3.3 and 3.4.

The Town Council is in the same position as the District Council in that it doesn't know what its carbon footprint is and there is no internal capacity to undertake such an exercise.

The District Council have commissioned consultancy support to undertake a carbon audit and prepare a baseline position.

It is suggested that the Town Council also needs to commission this work in order to ascertain the current baseline position.

### **4. Consider climate change and environmental mitigation/enhancement when making operational decisions**

- 4.1 Historically the Town Council hasn't formally or routinely considered the environmental impact of its decisions; that isn't to say that a number of decisions aren't specifically aimed at environmental factors e.g. the recent approval of a Hybrid car for the Town Mayor.

- 4.2 This can easily be resolved by adding "Environmental" to the list of issues which are listed at the end of every report which the Town Council considers. This will ensure that when making any decision Members will consider this issue and it will also require officers to think about and assess the Environmental impacts for all reports that are submitted and any recommendations contained within them.

- 4.3 However I would suggest that Members consider giving some guidance as to what assessments are carried out to ensure that their expectations can be delivered. In this context the Town Council has no officer expertise in this field and it will no doubt be a learning curve for all concerned.

## **5. Working Group Membership**

- 5.1 The motion also made provision to invite local businesses, local residents and expert advisers.

Members are asked to consider how they want to widen out the work of this Group to include the above.

## **6. Targets**

- 6.1 The motion approved the setting of achievable yet ambitious targets to become carbon neutral.

It is presumed that such targets can only be set after the base position has been ascertained as discussed above at Paragraphs 3.1 & 3.2., together with expert advice on how the Town Council can become “Carbon Neutral”.

- 6.2 Assuming that it is possible for the Town Council to become “Carbon Neutral” this also needs to be assessed against the financial cost of delivering such a target and how this expenditure can be funded.

- 6.3 Under the same part of the motion it was also agreed that targets should include the management of waste and enhancing bio-diversity.

I would ask Members to consider what this actually means in practice and what actions the Town Council can take to achieve any target.

## **7. Working with Other Levels of Government**

- 7.1 The motion agreed that “Where possible, the Town Council will work with and lobby other levels of government to provide the resources and policies required to meet our targets.”

Whilst there are no doubt some organisational actions that the Town Council can implement to improve its environmental credentials, there may be opportunities to work in collaboration with the District Council and/or other Parish Councils which can contribute to the achievement of targets and reduce any duplication of costs across the local government sector.

- 7.2 Members may wish to explore whether or not there are opportunities to work with the District Council to develop policies and actions in this field.

Members may also wish to consider exploring the appetite of other Parish Councils nearby to ascertain if there is any collaborative work that can be undertaken in partnership with the Town Council.

## **8. Community Support**

- 8.1 The final part of the motion dealt with how the Town Council can work across all levels of government and with other organisations to enable local people, businesses and not-for-profit organisations to reduce their carbon footprints.

- 8.2 I would suggest that before the Town Council embarks on a campaign to encourage other organisations and individuals to reduce their Carbon Footprint, it needs to demonstrate that it is putting its own house in order and show Civic Leadership in how it is dealing with the Climate Change Emergency.

- 8.3 One measure that the Town council could consider is the establishment of a Fund into which bids can be submitted for financial support of projects which address the Climate Change Emergency, similar to the grants that are currently given to support community use of the Town Hall.

## 9. Funding

9.1 The Finance & General Purposes Committee will be considering the Town Council's draft estimates for the 2020/21 financial year at its meeting on 5<sup>th</sup> February with the Full Town Council approving the estimates and precept the following week.

In order to facilitate this work and provide a resource for initiatives and projects to commence, an approved budget for Climate Change is required. As was reported to the last meeting of the Finance & General Purposes Committee the approved Tree Planting scheme was approved with funding from the Community Infrastructure Levy (CIL) fund.

The draft estimates will include the sum of £7,500 for Tree Planting in both the 2019/20 & 2020/21 financial years; the Working group is invited to endorse these provisions.

Further it is suggested that the remaining balance of the CIL should be dedicated to support Climate Change work and projects. On the basis that this suggestion is also agreed a further sum of £50,000 has been included in the estimates in 2020/21.

9.2 The Town Council has a number of other schemes and projects which are in the process of being delivered and have budgetary provision allocated.

The largest project is to demolish the Cemetery Lodge and replace it with purpose built buildings, proper secure garaging and use the subsequent vacant space for an enhanced cremated remains area and child area. At present this scheme hasn't been analysed to reflect an environmental perspective. Whilst this can be done it may result in an increased cost which will need to be reflected in the budgetary provision in due course.

## 10. Financial, Legal, Equality, Risk and Environmental issues

10.1 Contained in the report.

<b>Background Papers:</b>	<b>Climate Change files.</b>
<b>Lead Officer:</b>	<b>Alan Mellor</b> <b>Tel: 01636 684 801</b> <b>Email: <a href="mailto:alan.mellor@newark.gov.uk">alan.mellor@newark.gov.uk</a></b>





**FINANCE & GENERAL PURPOSES COMMITTEE**

<b>SUBJECT:</b>	<b>EXEMPT NOTICE</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>

**1 Recommendation**

- 1.1 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.

<b>Lead Officer:</b>	<b>Alan Mellor</b> <b>Tel: 01636 684801</b> <b>Email: <a href="mailto:alan.mellor@newark.gov.uk">alan.mellor@newark.gov.uk</a></b>
----------------------	------------------------------------------------------------------------------------------------------------------------------------------