

Minutes of the Finance and Services Committee Meeting

**held THE BEECHES COMMUNITY CENTRE, Birch Court, Tuxford on Thursday
03 October 2024, commencing 4:30pm**

PRESENT: Cllrs E Atkin, G Frost (Chair), J Moorhouse, M Richards, K Rutherford and R Walker

IN ATTENDANCE: Clerk/RFO (C Fox)

FS027 Inform Members and the public that the meeting was being recorded.

FS028 Apologies for Absence

Apologies were received from Cllr E Whitley.

RESOLVED: Reasons for apologies were given and accepted.

FS029 Declarations of Interest

There were no declarations of interest.

The meeting was not adjourned as there were no members of the public present.

FS030 To review and recommend any amendment to Finance and Services Committee Terms of Reference

RESOLVED: Proposed by Cllr EA, seconded by Cllr JM, all in favour and agreed to the updated Finance and Services Committee Terms of Reference (new members to the committee, there were no further amendments).

FS031 Minutes of the previous meeting held on 11 July 2024 (folio reference: 2024/053-056)

RESOLVED: Proposed by Cllr JM, seconded by Cllr MR that the minutes of the meeting held above, having been circulated prior to the meeting, were taken as read, approved, and signed by the chairman as an accurate record. Cllr's Atkin, Rutherford and Walker were not at the meeting and could not vote

FS032 Finance

All following paperwork was sent electronically to all members prior to the meeting and paper copies were given to the Chair to authorise in the presence of members and any public present.

Bank Reconciliation/Budget Variation

Bank Account Balance at 24.09.2024 of £147,664.00 Co-op Bank Current Account, £9,011.26 Co-op Bank Saving Account, £37,347.79 Hampshire Trust Bank, and £100.00 Petty Cash float.

Clerk/RFO gave all members an up-to-date report on the expenditure, receipts, variances up to and including 24 September 2024, which was sent in advance of the meeting.

RESOLVED: Cllr GF advised she had checked through the above and agreed with the totals. Proposed by Cllr EA seconded by Cllr RW, all in favour.

Overtime Payments

Cllr KR asked members to consider paying overtime, or time off in lieu for the work of the Clerk/RFO and Clerk on the Christmas market (as this is above and beyond their role).

RESOLVED: Proposed by Cllr EA, seconded by Cllr RW, all in favour for the Clerk/RFO to take the additional time off as time off in lieu and to monitor the hours spent on the event and if councillors can assist then it was welcomed.

2025.26 Precept – 1st Draft

Clerk had prepared the 1st draft and report to help councillors understand what to consider when setting a precept. The paperwork was sent electronically to all members prior to the meeting.

The proposal for consideration at the 1st draft was for either a 3%, 5% or 7% increase on the current 2024.25 precept.

Councillors discussed the precept in detail. It was agreed to hold an extra ordinary meeting on 05 December 2024 at 5:30pm to discuss this in more detail.

It was agreed that Cllr MR, in consultation with Cllr SR will create a machinery and vehicle procurement plan, to bring back to the Finance and Services Committee meeting for consideration when setting the precept.

Another consideration discussed was whether the town council should consider purchasing the Beeches Community Centre, it was discussed that if the council are consider this it would require a lot more volunteer support from the community.

ACTION: Cllr RW asked for the clerk/RFO to check how much the precept can be increased before a referendum would be required.

Cllr GF asked for all the councillors to read all the information provided and ensure they are all informed before attending the meeting.

Clerk/RFO to contact Cllr SR to ask him to liaise with Cllr MR to create the procurement plan.

FS033 Christmas Market and Light Switch On – Update

Cllr GF updated members on the current position of organising the Christmas Market. She wished to reiterate that councillors need to support the event as volunteers are required to ensure the event is a success.

ACTION: Clerk/RFO to create an advert to call for volunteers in the community to assist on the day. Cllr JM to post on social media.

FS034 To receive items for information and future agenda items.

Christmas Tree – Height Extension. Clerk updated members that the request for funding from North Notts BID had been refused for the Christmas tree extension. She also applied for funding towards purchasing some market stall but this too was rejected.

Funding was received for the replacement icicle lighting in the town, which has been purchased and reimbursed.

Mitre Saw – Clerk advised that the grounds maintenance team have requested a replacement mitre saw, as the current is broken and has been repaired before (having been purchased in February 2016). The team have been tasked with replacing rotten parts of the picnic tables and the winter maintenance programme is due to commence shortly. They have been using one of the staff members mitre saw in the interim but he has decided to remove it. The cost of a replacement mitre saw is Evolution RS210SMS ranging from £174.99 to £199.99. One from Amazon is a better model and £20 cheaper than Screwfix.

RESOLVED: Proposed by Cllr JM, seconded by Cllr RW, all in favour to allocate a budget of £250.00 to replace the mitre saw.

Training – Notts ALC are offering playground inspection training in January 2025. The cost for this is £156.00. Previous enquiries showed other companies offering the training at the cheapest cost of £335.00.

There is also Employment Governance Essentials Training on the 26 November for £45.00 for members of Notts ALC, which is was agreed that the Clerk/RFO should attend.

RESOLVED: Proposed by Cllr GF, seconded by Cllr JM, all in favour for a member of the ground's maintenance team and the clerk/RFO to attend these courses, with the spend being agreed under the Clerk/RFO and Chairman's delegated powers.

FS035 Date of Next Meeting: 02 January 2025 (extra ordinary meeting scheduled for Thursday 05 December 2024).

The Chairman thanked Councillors for their contributions to the meeting.

There being no further business the meeting closed at 5:25pm.

CHAIRMAN'S SIGNATURE.....

DATE.....