

Minutes of the Finance and Services Committee Meeting

**held THE BEECHES COMMUNITY CENTRE, Birch Court, Tuxford on Thursday
12 October 2023, commencing 4:30pm**

PRESENT: Cllrs G Frost (Chair), E Cupit-Atkin and J Moorhouse

IN ATTENDANCE: Office Manager and RFO (C Fox)

FS001 Inform Members and the public that the meeting was being recorded.

The meeting was only attended by four people and was not recorded.

FS002 Apologies for Absence

Cllr's M Richards, S Richardson, K Rutherford, R Walker and Clerk (L Donaldson)

RESOLVED: Reasons for apologies were given and accepted.

FS003 Declarations of Interest

There were no declarations of Interest

FS004 Minutes of the previous meeting held on 06 July 2023 (folio reference:
2023/031-032)

RESOLVED: Proposed by Cllr ECA, seconded by Cllr JM, 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. All in favour

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

FS005 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.

To approve invoices for payment
No invoices to approve

Bank Reconciliation/Budget Variation

Bank Account Balance at 09.10.2023 of £119,791.85 Co-op Bank Current Account, £19,866.31 Co-op Bank Saving Account, £37,161.75 Hampshire Trust Bank and £100.00 Petty Cash float.

Clerk gave all members an up-to-date report on the expenditure, receipts, variances up to and including 09 October 2023, 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 JM seconded by Cllr ECA, all members approved. Chair authorised.

Precept 2024.25 – First Phase

Clerk gave all members a draft version of the 2024.25 precept, showing actual expenditure for 2021.22 and 2022.23 and actual expenditure to-date, with predicted year end expenditure for 2023.24 and forecast expenditure for 2024.25. She asked Councillors to consider the report.

Clerk advised that the council need to consider starting to set aside funds for vehicle and machinery procurement to prevent the town council having to utilise the reserve funds. Provision will be made for this in the 2024.25 precept.

ACTION: It was agreed by all councillors to look hold an extra ordinary Finance and Services Committee meeting on 30 November 2023 to discuss 2024.25 Precept – 2nd draft due to amendments needed to allotment rent and staffing costs/recruitment. Clerk to amend draft Precept when the information is available.

Allotment Charges 2024.25

Office Manager/RFO advised that the town council need to consider increasing the allotment rent by 55% to cover the cost of water consumption - £321.53 as opposed to £90.24 for same period last year.

RESOLVED: Proposed by Cllr GF, seconded by Cllr JM, all in favour to increase the cost of allotment rent by 35%. To agree that the town council will cover the additional cost this financial year.

ACTION: Office Manager/RFO to write to allotment tenants to advise of the increase in allotment rent, confirming that if the water consumption continues to increase then the allotment rent going forward will increase to the same extent, as the allotments should sustain themselves.

FS006 Christmas

Artificial Christmas Tree

Discussion was had regarding a 20ft artificial Christmas tree. Cost £6,295. North Notts Bid have kindly agreed to fund £3,000 towards the cost of the tree.

ACTION: Office Manager/RFO to contact company to enquire about how the tree is secured to the ground and the estimated cost to light the time for the Christmas period.

RESOLVED: Proposed by Cllr GF, seconded by Cllr JM, all in favour to purchase the Christmas tree, as long as the questions raised are answered and that some guidance can be sought on the size and diameter of the tree.

Sound System

Two quotes have been received from event companies, one for £501.12 and the other for £168.00. This is to provide the sound system for the Christmas light switch on.

RESOLVED: Proposed by Cllr GF, seconded by Cllr JM, all in favour to appoint the company quoting £168.00.

ACTION: Office Manager/RFO to contact the event company. Cllr ECA to approach Hutchinson's to enquire whether they'll provide the hire of a mobile boom free of charge to erect Christmas lights along Lincoln Road.

FS007 Goal Post Nets

ACTION: Cllr ECA is speaking with someone from Tuxford Youth Football Club to see if they have any spare ones that they can donate to the Town Council for Clark Lane Play Park. If not, she is going to obtain some prices and bring back to the town council to discuss further.

FS008 To receive items for information and future agenda items

Machinery Procurement – Cllr JM

Additional Finance and Services Committee Meeting on 30 November 2023

FS009 Date of Next Meeting: 30 November 2023 – Extra Ordinary Meeting (Precept).

The Chairman thanked Councillors for their contributions to the meeting.

There being no further business the meeting closed at 5:30pm.

CHAIRMAN'S SIGNATURE.....

DATE.....