



FINANCE & AUDIT COMMITTEE

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Clerk: Karen Wakefield

Minutes of the Special Meeting of the Finance & Audit Committee held at 7.30pm on Wednesday 27th January 2016 in the Council Chamber of the Town Hall, Sherwood Drive, New Ollerton.

Present: Cllrs D Batey (Chair), R Allwood, E Bentley, C Ford, M Pringle, R Shilling, T Spratley, M Staley and B Wells

Mrs K Wakefield – Clerk, Mrs J Fletcher – Senior Admin Assistant

Apologies and reasons for absence: Cllrs M Chapman, A Truswell and C Ward who were at work, L Shilling for personal reasons and D Summers due to illness.

Declarations of Members Interests: None

Declarations of any intentions to record the meeting: None

FA/16/01 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 16th December 2015.

The Minutes, having been previously circulated were signed as a true and correct record.

Proposed: Cllr B Wells
Decision: Unanimous

Seconded: Cllr C Ford

FA/16/02 Finance & Audit:

1. To agree and sign the bank reconciliation and bank statements for Month 9

The Clerk tabled the bank reconciliation and bank statements for all accounts (with the exception of OBTC Cemetery Account) for Month 9 which were duly approved and signed by the Chair.

2. To receive any updates from the Chairman or Clerk regarding the Budget for 2016/17

The Clerk informed members that no further information had been received from NSDC and the previously notified tax base figure had been used in the final calculations.

Cllr B Wells thanked the Chair, Vice Chair and the Officers for their hard-work, this was reiterated by Cllr C Ford.

3. To formally agree the final Precept figure for the financial year to 31st March 2017; this figure to be ratified at the Full Council Meeting to be held on Wednesday 24th February 2016

Cllr D Batey informed the meeting of the areas where savings had been made and the amount required to be taken from reserves. The Clerk confirmed that no changes to the tax base figure were to be made and that the precept figure was to be sent to NSDC by 1st February 2016.

At the Full Council Meeting on Wednesday 24th February 2016, the Precept recommendations agreed on at this Finance and Audit meeting would be formally approved and recorded in the Minutes to fulfil the Council's Legal requirements.

Following discussion it was

Resolved: that the Budget figures be accepted by the Finance and Audit Committee and be presented at the next Full Council meeting for ratification.

Proposed: Cllr B Wells
Decision: Unanimous

Seconded: Cllr C Ford

Cllr M Pringle expressed his thanks to Cllr D Batey, the Clerk and Senior Admin Assistant for their hard work.

4. To receive information from the Clerk regarding S106 monies available for play facilities

The Clerk reported that she had been notified by an Officer of NSDC that a sum of money had become available from a housing development for "off-site provision of open space". The monies could be used for further development of phase 2 and 3 areas within Central Park.

The Clerk informed members of the availability of several funding pots which could provide protection for various sites within the town.

This item to be added to the agenda of the next Special Projects meeting for further discussion.

5. To receive any urgent referrals from Special Projects or Council approved by the Chairman

Cllr R Shilling informed the meeting that a working party had been set up for the phase 2 and 3 works within Central Park on the Sherwood Energy Village. The Clerk was to obtain further information regarding the acceptable use of S106 monies.

FA/16/03 Human Resources

1. To agree the Amenity staffing process for the Summer 2016 period

Following discussion it was

Resolved: that 1 seasonal worker to be employed for the Summer 2016 period and the Clerk was instructed to obtain further information on the possibility of employing personnel from Framework.

2. To approve an additional pension provider to fulfil the forthcoming auto-enrolment legislation

The Clerk informed members that the staging date for auto enrolment of all employees was 1st August 2016. All employees are to be enrolled in a pension scheme. The Clerk outlined

the NEST scheme which is currently used by NSDC.

Following discussion it was proposed that the NEST scheme be adopted by the Council for all seasonal and temporary workers.

Proposed: Cllr B Wells
Decision: Unanimous

Seconded: Cllr C Ford

FA/16/04 Correspondence

None.

FA/16/05 Date & Time of Next Meeting

Wednesday, 9th March 2016 at 6.30pm

DRAFT