Town Hall
Sherwood Drive
New Ollerton
NEWARK
Notts
NG22 9PP
Tel: 01623 860811
Email: office@ollerton-tc.gov.uk

Clerk: Karen Wakefield

FINANCE & AUDIT COMMITTEE

Minutes of the Meeting of the Finance & Audit Committee held at 6.30pm on Wednesday 9th March 2016 in the Council Chamber of the Town Hall, Sherwood Drive, New Ollerton.

Present: Cllrs D Batey (Chair), R Allwood, L Shilling, D Summers and B Wells

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

Two members of the public

Apologies and reasons for absence: Cllrs C Ford due to work, M Pringle and A Truswell for personal reasons.

Declarations of Members Interests: None

Declarations of any intentions to record the meeting: None

FA/16/06 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 27th January 2016.

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

Proposed: Cllr R Allwood **Seconded:** Cllr B Wells
Decision: Unanimous

FA/16/07 Finance & Audit:

1. **To agree and sign the bank reconciliation and bank statements for Month 10**

The Clerk tabled the bank reconciliation and bank statements for all accounts for Month 10 which were duly approved and signed by the Chair. The Clerk reported information received on high interest investment accounts.

Standing Orders were suspended to allow a member of the public to speak.

The question was raised regarding the ratings for the various investment banks and whether they would need to be of a certain grade in order for the Town Council to invest with them. The Clerk informed members that she would seek guidance from NALC.

Standing Orders were resumed.

Following further discussion it was

Resolved: that the Clerk be instructed to invest with the current bank for 3 months and, subject to NALC agreement, further invest after that period in the Bank of Cyprus UK.

2. **To receive any available updates from the Clerk regarding monies available for play facilities**

   The Clerk informed members that an NCC Officer was meeting with her next Monday to discuss available funding. The Play Facilities working party had had a meeting to discuss equipment required.

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

   None.

FA/16/08 Human Resources

1. **To receive updates on Amenity staffing for the Summer 2016 period**

   The Clerk informed members that, as agreed previously to employ only one full time seasonal worker for the Summer 2016 period, contact had been made with Framework. Following the initial meeting one person would be starting work with the Amenity team on Monday 14th March. All Risk Assessments had been carried out, an induction and any additional health and safety training would be met in house as and when required. Workwear was to be provided by Framework and the hours of work had been agreed as Monday to Thursday 8.00am – 4.00pm.

   The Clerk recommended that one of the previous seasonal workers be re-employed, the other person had since found full time employment. Following discussion the Clerk was instructed to contact the previous worker and offer a full time seasonal contract starting after Easter.

2. **To formally approve participation in the NCC Lengthsman Scheme for 2016/17**

   The Clerk informed members that the monies available for the Lengthsman scheme were the same as last year and following discussion the Clerk was instructed to confirm that OBTC would be taking part in the 2016/17 scheme.

FA/16/09 Date & Time of Next Meeting

Wednesday, 20th April 2016 at 6.30pm