



FINANCE & AUDIT COMMITTEE

Town Hall
Sherwood Drive
New Ollerton
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Clerk: Karen Wakefield

Minutes of the Meeting of the Finance & Audit Committee held at 6.30pm on Wednesday 26th September 2018 in the Council Chamber of the Town Hall, Sherwood Drive, New Ollerton

Present: Cllrs D Batey (Chair), R Allwood, D Cumberlidge (ex-officio), R Murray, L Shilling and B Wells

Mrs K Wakefield – Clerk

Mrs J Fletcher – Deputy Clerk

Mr J Owen – Amenity Foreman

Apologies and reasons for absence: Cllrs M Pringle for personal reasons and C Ford who was at work

Declarations of Members Interests: None.

Declarations of any intentions to record the meeting: None. The Clerk informed members that trialling would be taking place of recording equipment for the purposes of the minutes.

FA/18/28 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 15th August 2018

The Minutes, having been previously circulated and following an amendment, were signed as a true and correct record by Nem-Con (Nemine-Contradicente).

FA/18/29 Human Resources

1. To receive any updates on amenity staffing

The Clerk reported that the new Amenity Team member who was working in the cemetery was doing well and praise had been received for the work he had been carrying out.

The Clerk also reported that two members of the team were likely to be having time off for personal reasons in the coming months.

2. To receive any further relevant information from the Amenity Foreman

The Deputy Foreman had reported that there had been a slow-down of issues occurring at Central Park ie drinking and littering etc.

Only one member of the public had reported anti-social behaviour taking place on the new Whitewater Road play area. It had also been noted that older youths were congregating on the play area.

1. To agree and sign the bank reconciliation and bank statements for Month 5 of 2018/19.

The bank reconciliation and bank statements for Month 5 were tabled, inspected and signed by the Chairman as being concurrent.

2. To note conclusion of the 2017/18 Audit

The Clerk reported that feedback had been received from the Auditor and the Council had received a clean bill of health.

3. To receive a budget update to the 31st August 2018

The Clerk answered queries raised by members on the budget information previously circulated.

The Clerk informed members that the Crematorium had recently had a break-in and were now without any grass cutting equipment. The Amenity Team had carried out grass cutting works to the Crematorium grounds and the Clerk complimented them on adding this work into their schedule and on the work carried out. The Crematorium would be invoiced for this one-off work.

4. To receive an update from the Clerk regarding purchases agreed at the last meeting

The Clerk reported that the bench that had been recently purchased for the Memorial Gardens was now in situ and had received positive feedback from members of the community.

The Amenity Foreman reported that the weed ripper was being used in the Cemetery and was proving very useful.

5. To receive any updates regarding payroll processing

The Clerk informed members that she had started the informal process with the members of the Amenity team, under guidance from the Councils Employment Law Advisor. The deadline for feedback from the team was next week.

To receive any recommendations from:

1. Special Projects

- a. To receive any updates regarding new and existing play/sports equipment

The Clerk reported that the contribution from the local store towards the Whitewater Play area had not been received as yet.

The Clerk reported that following the recent Special Projects meeting

2. Full Council

None.

Date & Time of Next Meeting

Wednesday 7th November 2018 – 6.30pm

The meeting concluded at 6.48pm.