



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 30th January 2019 in the Council Chamber of the Town Hall, Sherwood Drive, New Ollerton

Present: Cllrs D Batey (Chair), D Cumberlidge (ex-officio), C Ford, P Hancock, R Murray, M Pringle, L Shilling, R Shilling, T Spratley and B Wells

Mrs K Wakefield – Clerk

Mrs J Fletcher – Deputy Clerk

Mr J Owen – Amenity Foreman

In the absence of Cllr D Batey at the start, Cllr Murray as Vice-Chair opened the meeting.

Apologies and reasons for absence: Cllrs R Allwood and E Bentley due to personal reasons and M Staley who was at work.

Declarations of Members Interests: None.

Declarations of any intentions to record the meeting: None.

FA/19/01 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 19th December 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/19/02 Human Resources

1. To receive any updates on amenity staffing.

The Clerk informed members that the Amenity Team staff member who had been off long term sick had now returned to work on a phased return schedule. The Clerk and Amenity Foreman are monitoring the situation.

No seasonal staff are employed by the Council at present.

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

The Amenity Foreman reported that everywhere was quiet. Cllr Pringle asked if the weed ripper machine could be considered for use in the wildlife garden.

1. To agree and sign the bank reconciliation and bank statements for Month 9 of 2018/19.

The bank reconciliation and bank statements for Month 9 were tabled, inspected and signed by the Chairman as being concurrent.

2. To discuss proposed Cemetery Fees for 2019/20

Following discussion it was:

Resolved: that the proposed fees be accepted from 1st April 2019

3. To receive the Income & Expenditure Report up to Month 9 of 2018/19

The Clerk clarified items that were significantly over or below expected budget..

4. To receive a balance sheet up to 31st December 2018

All noted the financial position of the Council as detailed within the balance sheet.

5. To conduct a review of earmarked reserves

The Clerk tabled documentation up to 31st January and outlined the details.

Following discussion the proposed earmarked reserves were approved by **Nem-Con decision**. A further review will take place after the completion of the 2018/19 accounts.

18.18 Cllr D Batey joined the meeting at this point.

6. 2019/20 Budget Discussions.

- a. To receive and discuss the draft budget proposals for the 2019/20 financial year

The F & Chairman referred to the three budget scenarios presented and informed members that other Councils precept increases needed to be taken into account.

Currently no capping in place for Parish/Town council increases.

- b. To discuss ongoing membership of the voluntary Living Wage Foundation

The Clerk informed members that due to the new NJC pay-scales which the Council had agreed at a previous meeting all staff are now paid above the Living Wage. The cost to remain members of the LWF was £50.00.

Following discussion it was agreed by a **Majority decision** that the Town Council would remain members of the Living Wage Foundation as a support for this worthwhile cause.

Support: 7 Against: 3

c. To approve the 2019/20 Budget figures

Following a full and frank discussion, a proposal was made to accept the 4% increase followed by a counter-proposal for the 2% increase.

Voting as follows:

4% increase proposal

Proposed:	Cllr D Batey	Seconded:	Cllr B Wells
Support:	8	Against:	2
		Abstention:	0

2% increase proposal

Proposed:	Cllr P Hancock	Seconded:	Cllr M Pringle
Support:	2	Against:	5
		Abstention:	3

Following discussion it was

Resolved: that the 4% increase Budget figures be accepted by the Special Meeting of the Finance and Audit Committee and be presented at the next Full Council meeting for ratification.

Proposed:	Cllr D Batey	Seconded:	Cllr B Wells
Support:	8	Against:	2

d. To approve the Precept requirements for 2019/20

At the Full Council Meeting on Wednesday 27th February 2019, 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 Precept figure be accepted by this Special Meeting of the Finance and Audit Committee and that the Clerk as Responsible Financial Officer serve a precept upon Newark & Sherwood District Council in the sum of £373,561.

Proposed:	Cllr D Batey	Seconded:	Cllr B Wells
Decision:	Nem-Con		

FA/19/04 Correspondence

None.

FA/19/05 Date & Time of Next Meeting

Wednesday 13th March 2019 at 6.30pm

Cllr Murray thanked the Clerk and Deputy Clerk for their hard-work in preparing the budget figures, financial papers and supplementary documents.

Meeting closed at 19.15