



FINANCE & AUDIT COMMITTEE

Town Hall
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Clerk: Karen Wakefield

Minutes of the Meeting of the Finance & Audit Committee held at 6.30pm on Wednesday 9th August 2017 in the Council Chamber of the Town Hall, Sherwood Drive, New Ollerton.

Present: Cllrs D Batey (Chair), R Allwood, C Ford, R Murray, M Pringle, B Wells

Mrs K Wakefield – Clerk Mrs J Fletcher – Deputy Clerk

Mr J Owen – Foreman

Apologies and reasons for absence: None

Declarations of Members Interests: None

Declarations of any intentions to record the meeting: None

FA/17/23 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 9th August 2017

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

FA/17/24 Human Resources

1. To receive any updates on amenity staffing.

The Clerk reported that the relief cleaner/caretaker was still carrying out extra duties with the amenity team when required

2. To receive an update on Town Hall staffing arrangements.

The matter regarding the permanent staff member was ongoing. The relief cleaner caretaker is still happy to continue.

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

The Amenity Foreman reported that broken glass on Central Park was still an issue and the team were requesting that the purchase of a motorised litter sweeper be seriously considered.

Discussion took place between members regarding the current situation. Some members were unhappy with Police support re antisocial behaviour.

Staff were reminded that reports of broken glass connected with drinking on site etc should be made to the Police on a daily basis where necessary per an earlier meeting with Police.

The Clerk reported that her discussions with NSDC regarding CCTV/signs were ongoing.

The Clerk also reported that from her observations it was unusual for a town of this size not to have a mechanical sweeper of some sort for general street cleaning in the town.

Resolved: that this matter to be monitored and placed on next Full Council agenda for further discussion

FA/17/25

Finance & Audit:

1. To receive the schedule of accounts for payment

A schedule of accounts for payment, having been previously circulated was approved. Invoices were available for inspection. Members were advised to check the list of signatories before signing cheques.

2. To agree and sign the bank reconciliation and bank statements for Month 4 2017/18.

The bank reconciliation and bank statement for Month 4 were tabled, inspected and signed by the Chairman as being concurrent

3. To receive a report from the external auditor

The Clerk tabled the final report from the External Auditor which will be presented at the next Full Council Meeting. It was noted that the External Auditor had found no problems with the Council's accounts. Comments had been made regarding the availability of an extra day of public inspection in 2015/16 which the Clerk felt was not necessary. Members agreed that the Clerk should question this statement.

It was also noted that a new External Auditor will be in place for the inspection of the current years accounts.

4. To receive a brief update on long term investments.

The Clerk gave a verbal report on current investments and reminded members that a Term Deposit will mature in November 2017.

5. To receive recommendations following a review carried out by the Earmarked Reserves Working Party

The Chairman gave a presentation on the recent review of Earmarked Reserves, a report from the Working Party having been previously circulated.

Following discussion it was:

Resolved: that a recommendation be made to Full Council for the revisions to the Earmarked Reserves to be accepted per the report.

6. To receive feedback following a meeting with NSDC regarding the Street Sweeping Contract.

The Clerk reported that a meeting had been held between Senior Officers from NSDC and Cllrs Murray and Wells.

At the meeting OBTC had presented figures to substantiate the need for the amount paid by NSDC for Street Sweeping to be reviewed as it was still based on the cost of one operative in 1999.

Following discussion NSDC officers had agreed to take a recommendation to their members for a substantial uplift based on current costings.

It had also been agreed that following a site inspection by the Clerk, NSDC would replace some of the concrete bins which were in an extremely poor state and had been in place prior to OBTC taking on the Street Sweeping contract.

Thanks were expressed to the Clerk for her efforts in this matter.

The Clerk reported that she had also taken steps to contact NCC with a view to securing an increase in the grass cutting revenue.

7. To receive information from Via regarding dog waste bins

The Clerk reported that it had been brought to her attention by VIA that a litter bin had been installed on a street sign which contravened their rules.

Resolved: That the Clerk carry out an inspection of all litter bins with the Amenity Foreman/Deputy Foreman to establish how many bins would be affected by this problem.

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

- a) Update on Central Park Development

The Clerk reported that she had raised concerns about the safety matting and this was currently being dealt with by the supplier.

- b) Update on Ollerton Car Park

Nothing further to report at present due to the NSDC officer currently being on Annual Leave.

FA/17/26

Date & Time of Next Meeting

Wednesday 18th October 2017 – 6.30pm