



FINANCE & AUDIT COMMITTEE

Town Hall
Sherwood Drive
New Ollerton
NEWARK
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Clerk: Karen Wakefield

Minutes of the Meeting of the Finance & Audit Committee held at 6.30pm on Wednesday 6th October 2021 in the Function Room of the Town Hall, Sherwood Drive, New Ollerton

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

Mrs K Wakefield – Clerk

Mrs J Fletcher – Deputy Clerk

Apologies and reasons for absence: Cllr R King due to work

Resolved: That these apologies be accepted.

Declarations of Members Interests: None

Declarations of any intentions to record the meeting: None

FA/21/15 To elect the Chairman of the Finance & Audit committee for 2021/2022

Cllr Derek Batey, being the only person nominated was elected as Chair of the Finance and Audit Committee for 2021/22 by Nem-Con (Nemine-Contradicente).

Nominated: Cllr L Shilling
Vote: Nem-Con

Seconded: Cllr R Allwood

FA/21/16 To elect the Vice Chairman of the Finance & Audit committee for 2021/2022

Cllr Linda Shilling, being the only person nominated was elected as Vice Chair of the Finance and Audit Committee for 2019/20 by Nem-Con

Nominated: Cllr D Batey
Vote: Nem-Con

Seconded: Cllr R Allwood

FA/21/17 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 17th March 2021

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

FA/21/18 Finance & Audit

1. To agree and sign the bank reconciliation and bank statements for Months 1-6 of 2021/2021

The bank reconciliation and bank statements for Months 1-5 of 2021/2021 were tabled, inspected and signed by the Chairman as being concurrent. No bank statement having been received as yet for Month 6 it will be added to the next agenda.

2. To receive a half yearly financial report

The Clerk tabled the half yearly financial report to which members gave their approval.

3. To review earmarked reserves

The Clerk presented the current Earmarked Reserves and discussion took place regarding additional EMR's.

Additional EMR's agreed were:

Amenity Machinery	£2,500
Vehicles	£2,000
Emergency staffing	£25,000
Cemetery	£15,000 plus £10,000

4. To review an update on PWLB loans

The Clerk gave an update on the outstanding balance of the PWLB loans.

5. To note and consider a response to the NSDC Review of Statement of Gambling Principles for the Gambling Act 2005

Noted.

6. To consider updates following a proposal from NSDC regarding land at the Meadows

The Clerk updated members on the areas around the Miller Homes estate off Newark Road that were being proposed to become under the maintenance of the Town Council Amenity Team.

The District Council are prepared to take the maintenance work on using the S106 monies paid over by the Contractor. The Clerk was concerned that should OBTC take this on it could become a financial burden and a drain on resources.

The Clerk informed members that at the last Full Council meeting this item had been deferred to allow a further site visit to take place by members.

Resolved: that a recommendation be made to Full Council to allow NSDC to take on this work.

7. To consider information regarding land at Whinney Lane

The Clerk updated members on the current progress with the agreement.

8. To note actions following the recent Fire Risk Assessment

The Clerk reported that the agreed walk through of the Town Hall by 2 members of the council had not yet taken place. Further discussion on the Fire Risk Assessment to take place at a future meeting.

The Clerk was instructed to obtain quotations for new windows for consideration with recent quotes for a new fire alarm system for the Town Hall.

FA/21/19 Cemetery

1. To receive a report for the Cemetery Working Party regarding potential tree works

The Clerk reported that several emails had been received from residents requesting information on what the council were proposing to do regarding the trees in the Cemetery. A site visit had been held and the Clerk was in the process of obtaining quotations for a tree survey and prioritising tree works with the intention of producing an ongoing maintenance scheme.

Residents had been informed and were happy with that.

FA/21/20 Human Resources

1. To receive any updates from the Clerk regarding staffing and amenity work

The Clerk gave a general update and reported that there was currently one employee on sick leave.

It was clarified that detailed discussions on staffing were conducted by the appointed Staffing Sub-committee due to GDPR and employment law.

FA/21/21 Date & Time of Next Meeting

Wednesday 24th November 2021 at 6.30pm

Meeting closed at 19.50