



FINANCE & AUDIT COMMITTEE

Town Hall
Sherwood Drive
New Ollerton
NEWARK
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NG22 9PP
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Clerk: Karen Wakefield

Minutes of the Meeting of the Finance & Audit Committee held at 6.30pm on Wednesday, 8th June 2022 in the Function Room of the Town Hall, Sherwood Drive, New Ollerton

Present: Cllrs D Batey (Chair), R Allwood, P Beedle (Ex Officio), D Cumberlidge, L Shilling, B Wells

Mrs K Wakefield – Clerk/Responsible Finance Officer (RFO)
Mrs J Fletcher – Deputy Clerk

Apologies and reasons for absence:

None

Resolved: N/A

Declarations of Members Interests: None.

Declarations of any intentions to record the meeting: None

FA/22/09 To elect the Chairman of the Finance & Audit Committee for 2022/23

Cllr D Batey, being the only person nominated, was elected as Chair of the Special Projects Committee for 2022/23 by Nem-Con (Nemine-Contradicente).

FA/22/10 To elect the Vice Chairman of the Finance & Audit Committee for 2022/23

Cllr L Shilling, being the only person nominated, was elected as Vice Chair of the Special Projects Committee for 2022/23 by Nem-Con (Nemine-Contradicente).

FA/22/11 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 30th March 2022

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

FA/22/12 Finance & Audit

1. To agree and sign the bank reconciliation and bank statements for Month1

The bank reconciliation and bank statements for Month 1 of 2022/2023 having been previously circulated were inspected and signed by the Chairman as being concurrent.

2. To confirm the dates set for the period for the exercise of public rights

The Clerk informed members that the period of exercise of public rights is the legal period of time that the audit report is available for viewing by the public. It has to be 30 working days including the first 10 working days of July.

Following the Auditors recommendation, our audit will be available from 9th June 2022 until 14th July 2022.

3. To receive an update regarding a valuation of council buildings for insurance purposes

Following instruction from members the Clerk had instructed Musson Liggins to carry out the valuation of all Council owned property. The Town Hall and the Courtaulds site being made a priority.

4. To receive a request from Heron Foods relating to the Service Road adjacent to the Town Hall

The Clerk had met with the Estates Surveyor from Heron Foods regarding re-surfacing of the access lane which lies adjacent to the Town Hall boundary. He had proposed that Heron Foods take the lead with this issue but would request that other parties who have use of the access route make some contribution to the cost.

The Clerk read out an email from the Legal Advisor at NSDC with regard to land surrounding the Town Hall in connection with the LUF.

Following discussion it was

Resolved: that the Clerk be instructed to write to the Heron Foods Surveyor informing him that at this time the Town Council would not be contributing to the costs of this work as there is no provision in the budget.

5. To receive an update regarding a replacement commercial vehicle

The replacement vehicle is due to be delivered on the morning of 9th June.

6. To receive an update from the Policy Working Party

The Policy Working Party had met on 7th June. It was proposed and agreed to reinstate the Environment Committee which would ensure that the Special Projects Committee only dealt with items deemed to be of an appropriate nature.

Composition of the Planning Committee was discussed and membership of this committee shall consist of all members of the Town Council with the exception of the Town Mayor and Deputy Mayor who will attend in the capacity as ex-officios and can therefore vote in their own right.

7. To receive information from the Cemetery Working Party and agree further actions

An informal meeting with Rev Hanford had been held to discuss the cemetery extension. Rev Hanford had informed the Cemetery Working Party that the Church & Poor Lands Committee may be prepared to sell an area of land to the Town Council for burial use. The incumbent tenant would continue to lease the

land for 2/3 years.

Members were also considering the installation of a footpath into a larger area of land to enable it to be used as a memorial garden.

Following discussion it was

Resolved: that the Clerk be instructed to write to Rev Hanford expressing the Council's desire to purchase the land from the Church & Poor Lands.

FA/22/13 Human Resources

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

The Clerk reported that the Amenity Team are currently busy with summer grass cutting and planting works in addition to their normal Town Council duties.

2. To receive any updates on the recent breach of the Habitual & Vexatious Complaints Policy

The Clerk reported that the member of the public who had previously caused an issue had rung and spoken with the Clerk regarding a valid query. They had thanked the Clerk for taking their call and providing the relevant information.

FA/22/14 Date & Time of Next Meeting – Wednesday, 20th July 2022 at 6.30pm

Meeting closed at 19.11