



SPILSBY TOWN COUNCIL

Minutes of the Finance and Policies Committee Meeting held on **Thursday 13th October, 2022 commencing at 6.30pm** in the Council Chamber, Franklin Hall, Spilsby. These are notes of the meeting until approved by the Council as a true record.

Present:

Cllrs T Taylor, M Gibson, S Haddock, D Mangion, and B Rose.

Town Clerk, J Sargent and Deputy Town Clerk, R Ford.

Public Session

It was **resolved** to move to the main meeting as there were no press or public in attendance.

Opening Remarks

Cllr T Taylor welcomed all present, reminding Councillors about safety, to turn phones off and appropriate conduct.

1. Apologies for Absence.

None received.

2. Declarations of Interest.

None received.

3. To receive a budget review for 1st and 2nd quarters of the financial year.

Councillors discussed the budget review at length. Questions were raised over the CCTV, Church Wall, Cemetery, and Floral Displays expenditure which had all already exceeded the anticipated expenditure.

- CCTV - Continual issues with service required call outs from providers.
- Church Wall - Received an invoice that should have been paid in the previous financial year.
- Cemetery - Unexpected expenditure for tree removal and headstone repair during adverse weather conditions.
- Floral Displays - Unexpected invoice received; not paid from the welcome back fund in the previous financial year.

Councillors also asked for clarity on the Contractor. The Clerk advised this is Welton Garden Services, heading to be amended for the 3rd quarter review in January.

The Clerk advised we'd received 97% of the anticipated income after the second and final instalment of the precept was received in September. Other payments due to come in are for the allotments, adverts in the Explorer magazine and further VAT refunds.

4. To consider appointing an internal auditor.

The Clerk provided options for an mid-year and end of year internal auditor. Councillors **resolved unanimously** to appoint a representative from LALC to undertake the internal audit.

5. To consider quotes for a shed at No. 1 Old Market Avenue.

After a brief discussion regarding the Councils responsibility to replace the shed at No. 1 Old Market Avenue, and considering the quotes presented, it was **resolved by majority** to accept the quote provided by Andrew Dams. The Clerk to instruct Andrew Dams to commence the works at the earliest opportunity.

6. To consider using idox grant advisor service.

Councillors discussed the potential projects for the next financial year, such as a new play area for the recreation ground. The Clerk mentioned the importance of having these projects agreed to, as the grant advisor scheme would be £1,200.00 for one year. The Deputy Clerk highlighted how it was difficult to know where to start when looking for funding and this scheme could provide a helping hand. It was **resolved unanimously** to buy into the grant advisor scheme in the new financial year.

7. To review the following policies:

- a. Data Breach Policy
- b. Disciplinary Policy
- c. Expenses Policy
- d. Flexible Working Arrangement Policy
- e. Grievance Policy

As there were no changes to the policies up for review, it was **resolved unanimously** to accept all policies. The policies mentioned above are set to be reviewed in October 2024.

8. To consider and approve the external auditor's invoice.

With no issues arising from the external audit provided by PKF Littlejohn, it was **resolved unanimously** to approve payment of the invoice.

9. To confirm the date of the next meeting.

The next meeting of the Finance and Policies Committee will be on 12th January 2023.

Signed.....

Chair of the Committee - Councillor T Taylor

Signed.....

Clerk to the Council - J Sargent

7th October 2022