

**BARTON-UPON-HUMBER TOWN COUNCIL
MINUTES OF A FINANCE & GENERAL PURPOSES COMMITTEE MEETING
held on MONDAY 30 JULY 2018 at 7.00 p.m. in
THE ASSEMBLY ROOMS, QUEEN STREET, BARTON-UPON-HUMBER**

Present Councillor K Vickers (Chairman)

Councillors F Coulse, Mrs J Oxley, Mr J Oxley, J Sanderson, J P Vickers and Mrs W Witter

Also Present Ms S Richards (Town Clerk)

84. **Election of Chairman**

Resolved that Councillor K Vickers be elected Chairman of the Finance & General Purposes Committee for the year 2018/2019. Proposed by Councillor F Coulse and seconded by Councillor Mr J Oxley.

85. **Election of Vice-Chairman**

Resolved that Councillor Mrs W Witter be elected Vice-Chairman of the Finance & General Purposes Committee for the year 2018/2019. Proposed by Councillor J P Vickers and seconded by Councillor J Sanderson.

86. **Apologies for Absence**

None received.

87. **Declarations of Interest**

Baysgarth Park (Green Flag) – Councillor J P Vickers (Personal Interest)

88. **Minutes of Meeting held on the 23 April 2018**

It was noted that these minutes had been signed as a correct record, for action as necessary, at a meeting of the town council held on 2 May 2018.

89. **Matters Arising**

(a) **The Salvation Army – Purchase of Remembrance Service Booklets** (*Min Ref: 359(a)/152 – F&GP 23/04/18*)

Councillor Mr J Oxley enquired about the progress of this matter. The Clerk explained that a letter and town council grant scheme form had been sent to The Salvation Army several weeks ago. A response has just been received from them, stating that they will support the cost of the booklet themselves this year however, they have requested the town council to look into the matter of providing a PA system for the Remembrance Sunday parade, to enable everyone to hear the service who are in attendance.

Resolved this matter to be discussed at the ordinary meeting of the town council to be held on Wednesday 5 September 2018, when further information is available.

Minutes of a Finance & General Purposes Committee Meeting held on 30 July 2018, cont'd

(b) **Barton-upon-Humber Allotment Society – Donation for the Children’s Section** (*Min Ref: 359(b)/153 – F&GP 23/04/18*)

Councillor Mr J Oxley commented that the Barton Lions had offered donation monies and a trophy for the town council’s ‘Best Kept Garden Competition’ - school section for hanging baskets. To encourage children’s participation similar to the Allotment Society incentive. However, none of the local schools entered, therefore the donation monies and trophy was returned to Barton Lions for use elsewhere. It was noted the school curriculum may not allow this type of project.

Resolved this be noted.

90. **The Following Financial Requests Were Considered:**

(a) **Barton Town Cricket Club – Staff Funding Costs**

Consideration and discussion took place regarding this request. It was agreed and

Resolved that a donation not be considered on this occasion. A donation for £500 was given to the club last year to purchase nets etc. and the town council are not empowered to provide any type of funding towards staff expenditure costs.

(b) **Baysgarth Park – Purchase of a Flag Pole to fly the “Green Flag”**

Consideration and discussion took place regarding this request. It was agreed and

Resolved that a flagpole be purchased (£351.77), together with installation costs, as per quotation of £945.35. The cost to be taken from the 2018/2019 reserves budget of the town council. It was also noted that Bowls Club using the bowling green in the park would probably require funding assistance to upgrade the pitch, currently in a very poor condition. Whilst further information was awaited, it was agreed the town council were in favour of supporting this project with funding taken from the town council’s reserves, from the margin of unspent expenditure from the last financial year.

91. **The Following Issues Were Considered:**

(a) **The Town Council’s External Audit for 2017/2018**

The Clerk stated that since the annual return was submitted to the external auditors in early May 2018, a request of clarification of information has been requested by them in relation to the paperwork sent from the town council and the format it was presented in. The Clerk has dealt with this enquiry. As all the accounts for the year balance, and have been audited by the internal auditor and the software audit closedown, it is anticipated that the annual return will be forthcoming shortly.

Resolved that this be noted.

(b) **2018/2019 Budget – Quarterly Summary of Income/Expenditure**

Members were furnished with a summary of the council’s income/expenditure for the period 1 April to 30 June 2018. The Clerk reported that expenditure was within the budget line allocations, being the first quarter of the current financial year, with spending levels in order. As previously reported, additional costs were to be expected due to a change of contractor for the Christmas Festival reindeer. The VAT return for this period has been sent to HMRC, under revised VAT return procedure recently implemented by HMRC.

Minutes of a Finance & General Purposes Committee Meeting held on 30 July 2018, cont'd

Resolved the quarterly summary of income/expenditure was noted.

(b) The Town Council's Banking Arrangements

The town council has been notified that its' bankers, Barclays Bank, are due to close their branch in the town during October 2018. In light of this, it was agreed and

Resolved the Clerk investigate changing the town council's banking arrangements to Lloyds Bank, as they have a branch in the town. For further report.

(c) The Town Council's Standing Orders

Members present were handed a draft copy of the revised town council standing orders. These are taken from the NALC Model Standing Orders 2018 (England), whereby it is recommended that councils adopt them without changing them or their meaning. The draft copies circulated to the members have been modified in the appropriate sections (where personalisation of the town council's requirements' are allowed). The Clerk reported that whilst the draft standing orders are the 2018 recommended version to adopt, a new version is imminent to include the new GDPR regulations. However, in the short term, the current version is the only one available. It was agreed and

Resolved that the draft standing orders 2018 circulated be adopted by the town council. Subject to the addition of the Mayor being ex-officio at committee meetings with voting rights, apart from the Personnel Committee.

The Chairman, Councillor K Vickers, closed the meeting at 7.57 p.m.

.....Chairman 5 September 2018