

Please note these are notes of the meeting until approved by the Council as a correct record

Minutes of the meeting of the Employment/Governance Committee held on 14th March 2019 at 6.05pm in the Council Chamber, Franklin Hall, Halton Road, Spilsby

Present: Cllr D Mangion (Chairman)

Cllr M Gibson Cllr L Marsh Cllr J Pears Cllr K Wood

Also present: Mrs Smith (Town Clerk) (TC)

1. Apologies for absence

Apologies were received and accepted from Cllr Taylor (holiday) and Cllr Iremonger (unwell)

2. Declaration of Interest under the Localism Act 2011

None

3. Consideration of training courses for the Town and Deputy Clerks including CILCA Training.

The TC reported that the Deputy was attending a New Clerk's Course on 27th March and this was approved. Cllr Mangion Proposed that the Deputy waits until April 2020 before commencing the CILCA Training and it could be put into the budget for that year. It was **RESOLVED** to accept the proposal.

4. Employment of a person to undertake small repairs and maintenance

The TC said that sometimes there is an urgent job that needs doing. Cllr Wood said there could be jobs like painting the benches. Cllr Pears said that there had been one previously and that it was decided via the Chair and TC and then went through Council afterwards. Cllr Mangion Proposed advertising for a handyperson and then the applicant would be interviewed.

It was **RESOLVED** to accept the proposal

ACTION- TC to prepare a job specification and a section of the budget be set aside for repairs and payment.

5. Implications of the new pay scale increments on the budget for the Town Clerk and Deputy from April 2019

Cllr Mangion said that although this had been agreed by Full Council but he felt that it should have gone to Finance first. He said that increases need to be built into the Precept for 2020/21

ACTION- To be placed in the Precept for 2020/21

6. The findings of the External Auditor 2018/19 and actions from the findings.

The TC explains that the land assets had not been registered and valued. This had been ongoing for some time and had not been registered previously. The TC reported that she had contacted a valuer and that the matter would be dealt with. Cllr Pears said that she agreed with the auditors that all assets should be registered and that Councillors should work with the TC to assist.

It was **RESOLVED** that 2 Councillors should work with the Town Clerk to ensure that the land assets were registered and valued.

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Cllr Pears suggested that the Chairman should help with compiling the audit. Cllr Mangion said or the Vice-Chair.

It was **RESOLVED** that the Chairman/Vice Chairman should assist the Town Clerk in compiling the annual audit.

7. Review of Current Budget and Confirm Expenditure to date

There had been a £12k overspend. £5k on grass maintenance, £5k on the Cemetery road and £3k on the donation to the car park at the Recreation Ground. Cllr Pears said that it was a large amount that had not been budget for. Cllr Wood said that grass cutting was something that could not have been foreseen as LCC had reduced their number of cuts. Cllr Mangion said that the Council had to bring its Reserves down as it had been criticised by residents. He continued that the Council, as a whole, had agreed to spend the money. Cllr Wood said that it was clear what the money was being spent on. Cllr Gibson said that he hoped there would be a good attendance at the Annual Town Meeting so that the Council could answer any queries. The TC said that the deficit had been met out of the NATWEST Reserves and not the Precept.

8. Any other expenditure for 2019/20 not already included in the budget.

The TC said that if there was an election in May then the Council would be charged £2500 by ELDC

9. Church Wall Update.

The TC reported that Canon Coates would be attending the Full Council Meeting on 28th March to discuss the way forward.

10. Grant Application from the Rotary Club for Bike Night

The TC said that the Rotary Club were asking the Business Partnership for a donation especially from the businesses who profit from the event.

It was **RESOLVED** to make a donation of £100 toward the Bike Night

11. Update on the expenditure and income of the first two editions of the newsletter and future plans.

The TC said that there had been a slow uptake in advertisers and there had not been any in the first edition. It was starting to pick up and many had been interested in advertising.

Cllr Pears suggested putting the prices for advertising on the website. Cllr Mangion said to put the prices in the newsletter.

Cllr Mangion gave a vote of thanks to the newsletter team.

12. Participation in the LALC Annual Training Scheme at a cost of £138.

It was **RESOLVED** to take part in the LALC Annual Training Scheme

13. Update on Christmas Lights Expenditure.

The TC said that the expenditure for the current year was £9907.04 and that the new lights for 2019 had been paid for. In the next Financial Year, the expenditure would be between £5k and £6K

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14. Date for the Annual Appraisal of the Town Clerk and the Deputy

It was **RESOLVED** that the date for the TC would be 29th March 2019 and that the TC would carry out the appraisal for the Deputy.

15. Play Area Refurbishment Quotations

Cllr Marsh explained that he had asked for a path to connect the equipment together. Some would be rubber mulch and others wet pour, mainly the roundabouts and swings. Cllr Wood asked about funding. Cllr Pears said that wet pour is good value over the 10 year period.

It was **RESOLVED** to accept the quotation from AMG.

Cllr Pears then Proposed to bring the item back to committee to look for match funding. Cllr Wood suggested that local groups could be involved with fund raising.

It was **RESOLVED** to seek match funding.

16. Policy Review

Cllr Mangion suggested that the review be postponed until the next meeting. The TC said that some of the policies had already been waiting a long time to be ratified and that some would have to be done at the Annual Council Meeting and that there were many more which needed to be written.

It was agreed that Cllr Gibson would receive emailed comments from Councillors and would make the necessary amendments to the list.

Items for next agenda

Church Wall update
Next set of Policies
Review of Budget
Funding sources

The Chairman closed the meeting at 7.50pm