

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 5<sup>th</sup> September 2019 at 7pm in the Council Chamber, Franklin Hall, Halton Road, Spilsby**

**Present: Cllr M Gale (Chairman)**

Cllr M Gibson Cllr T Kemp Cllr E Lowe Cllr D Mangion Cllr T Taylor

Also present: Mrs. Appleby (Deputy Town Clerk)

**22. Apologies for absence**

Apologies were received and accepted from Cllr Haddock (holiday) and Cllr Wright (working).

**23. Declaration of Interest under the Localism Act 2011**

None

**24. Church Wall Update**

One quote has been received so far with 2 different prices. £40,000 for fixing or £100,000 for a full rebuild. A decision will be made on the way forward following a second quote which is awaited. Cllr Kemp suggested that a repair might be better to cover re-build cost for insurance at a later date. A further meeting is arranged for 11<sup>th</sup> September 2019. Full Council will consider both quotes and agree a way forward to take to the Faculty. It is expected to be next Spring before the work begins.

**ACTION:** Full Council to consider investing the allocated precept amount.

**25. Review of Policies**

Subject to the corrections highlighted in the relevant documents, it was **RESOLVED** to adopt the completed policies.

**26. Next policies to be adopted**

- Councilor vacancy/co-option policy
- Risk Management
- Volunteer policy (CSW etc.)
- Community engagement policy
- Protocol passing senior figure
- Review HR policy

It was **RESOLVED** to review the above list

**ACTION:** Cllr Mangion to obtain further details regarding working towards gold accreditation

**27. Review budget to date**

Review of Budget- A report was read from the Town Clerk. The Stannah Stairlift had cost a lot to maintain as a new battery had been purchased. The budget for Christmas lights will have £5000 approx. left. This should remain within the Christmas budget for further discussion. Open spaces budget has approx. £1000 left.

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It was **RESOLVED** to leave the remaining Open Spaces amount until the final costings for the Church wall had been received.

There is approximately £2000 left in the budget for donations and following a discussion it was Proposed that relevant local associations be approached to offer a donation during the current Financial Year following completion of the Grant Application Form.

It was **RESOLVED** to remove the November application rule from the Grant Policy.

**ACTION:** Town Clerk to amend the Grant Policy and to put the amended policy on the Town Council Website.

The Town Clerk had accrued flexi-time due to volume of work and had asked that it be considered that it be paid rather than take it as time off in lieu.

**ACTION:** Cllr Taylor to investigate other options for using flexitime before a decision to pay the Town Clerk is made.

It was **RESOLVED** to defer payment of flexitime

**ACTION:** Town Clerk to establish why the staff budget was so over committed in the Precept.

## **28. Receive funding updates and consider funding streams**

Cllr Marsh is working on funding for the outdoor gym. Cllr Lowe wants to gain more knowledge of church wall issues before she seeks further funding. Cllr Gale will forward the information regarding the church wall to Cllr Lowe to review.

Cllr Mangion reported that Key Funding i.e. commercial lending was available and the information had been passed to Cllr Marsh.

## **29 Costings for Picnic in the Park**

The final figures for the Picnic in the Park were tabled and had come in under the allocated budget.

## **30. Office Closure for the Christmas and New Year Holiday period.**

It was **RESOLVED** to approve the Christmas closure dates of two weeks using the relevant holiday entitlement required by the Clerks

## **31 Administration Matters**

It was **RESOLVED** to raise the Deputy Clerks salary by 1 spine point.

Items for the next agenda

Church Wall

Policies-next round

Review Lone Working Policy

Obtain and review the requirement for all other Mablethorpe policies

Funding updates

Review of Budget

Review the procedures for handling complaints

Public to Council

In the Town

Member of Council

Office staff

The Chairman closed the meeting at 8.05 pm