

MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE  
HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES ON  
MONDAY 9<sup>th</sup> JULY 2018 AT 19:00

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**Present:** Councillor Charters (Chairman)

Councillors: S Roe P Johnson N Dillon W Lee R Little C Briggs  
B Sellars S Barker Milan

**In Attendance:** Clerk to the Committee: Mrs E Preece

Member of public: 1

**The meeting opened at 19:00**

The member of public spoke in relation to her request to continue to hire the Community Hub throughout the academic year to supply a preschool within the community. She continued to inform the Committee that the preschool had grown in numbers with the majority of the children coming from the local area. She has invested in equipment for the preschool and established a relationship with the local primary school in order to provide the preschool with a safe outside space to play.

The member of the public left the meeting.

**1. ACCEPTANCE OF APOLOGIES FOR ABSENCE AND REASONS GIVEN**

Councillors: P Roe, M Reynolds, E Rigby (Cllr R Little substituting)

**AGREED**

**Proposed by Cllr N Dillon, seconded by Cllr W Lee**  
To accept apologies for absence received and the reasons given.  
**Unanimous**

**2. RECEIPT OF ANY DECLARATION OF MEMBERS' INTERESTS UNDER THE LOCALISM ACT 2011**

None received at this point.

**3. NOTES OF THE COMMITTEE MEETING HELD ON 21<sup>st</sup> JUNE BE APPROVED AS A TRUE RECORD OF MINUTES**

**AGREED**

**Proposed by Cllr W Lee, seconded by Cllr N Dillon**  
To accept the minutes from the meeting held on 21<sup>st</sup> June as a true record.  
**Unanimous of those at the meeting**

**4. CHAIRMAN'S ITEMS**

There was none.

**5. CORRESPONDENCE AND CLERKS ITEMS**

- Bank Accounts - to review, possibly Nationwide, along with other bank accounts in which to spread the funds and reduce the financial risk associated with the Financial Services Compensation Scheme (FSCS) – this is outstanding.
- Standing Orders - to review the standing orders – outstanding action.
- Training opportunities – Councillors had been sent the list of training opportunities - action complete.

- Review list of policies to ensure that all HR existing policies are included – action complete.

## **6. COMMUNITY HUB LETTING REQUEST**

The Chairman informed the Committee that this was a time sensitive issue given that the preschool was about to finish for the academic year and scheduled to open in September. They discussed the limitations that this request puts on the availability of the Hub and whether there was the demand from other local community groups. At the time that the Hub was available for hire Cllr S Roe contacted everyone who enquired about the hiring and only one person on that list was 'potentially' interested at that time. A couple of Councillors believe that there is a demand for the usage of the Hub during the day and that by renewing the contract for another academic year would deny other users within the community.

The Hub was built primarily as a sports hall from s106 money with funding from reserves to extend its usage and include the hall and provide a library facility to the community. It was agreed that the building needed to be self-sustaining and it was heavily publicised both at the time and ongoing. The majority of the Committee felt that the preschool offered the community a service and it was one that would be difficult to replace financially. Without any substantive evidence to suggest that there is demand for regular weekly hirers the Committee felt that they would be doing the community a greater disservice by not renewing the agreement.

**AGREED**

**Proposed Cllr S Roe, seconded by Cllr P Johnson**

to hire the Hub to the preschool for another academic year with a year notice to be given by either party should they wish this agreement to be terminated.

**8 for; 2 against**

The Committee also discussed the need to increase the hiring of the Hub in the evenings and at weekends.

## **7. COMMUNITY COMMITTEE REQUEST – STREET LIGHTING AND SPEED INDICATOR**

*Speed Indicator* – at the last Community Committee meeting on 6<sup>th</sup> June the Committee discussed the purchasing of a speed indicator following a residents request. The motion was passed to seek additional funding from the Finance & Policy Committee for the purchase of a speed indicator, which was estimated at £3,000. The Councillors discussed what the justification was for the request, if there was any evidence to suggest a 'need' for this device and was there a particular area in mind. There was also an acknowledgment that the speed indicators require re-siting every 6 weeks and have ongoing operational costs. Cllr Lee, Chairman of the Community Committee, informed the Committee that it was based on perception and that there was a feeling that a speed indicator tends to slow drivers down. He also informed the Committee that South Hykeham Parish Council had purchased one however it was not yet operational. Cllr S Roe said he believed that the one purchased by South Hykeham records data and perhaps it may be useful, if possible, to review the data prior to purchasing a device for North Hykeham.

The Chairman reflected on the request by highlighting that the Committee could precept for this in next year's budget however since there was no evidence to support the purchase, is this a good use of reserves.

**AGREED**

**Proposed by Cllr S Roe, seconded by Cllr S Barker Milan**

to revert back to the Community Committee for consideration in next year's budget.

**Unanimous**

*Street Lighting* – again from the last Community Committee meeting the Committee reviewed the street lighting replacement programme which detailed the works completed, works required

and recommended timescales for replacement of old/defective columns identified during an inspection of the Councils columns and lanterns. They wished to request a release of reserves to enable the essential works to be completed, as identified in the programme. The outstanding works cost is £15,248 + VAT of which the Community Committee only has a budget of £5,000.

The Chairman informed the Committee that this work had been identified and precepted for last year. At the end of the financial year the underspend in this budget had been moved into reserves.

**AGREED**

**Proposed by Cllr S Roe, seconded by Cllr C Briggs**  
to utilise reserves and complete the works outstanding in the street lighting replacement programme.  
**Unanimous**

**8. ESTATES & OPERATIONS – CEMETERY MAINTENANCE**

The Chairman informed the Committee that there was cemetery maintenance required to be carried out which exceeded the Estates and Operations Committee threshold.

**APPROVED**

**Proposed by Cllr J Charters, seconded by Cllr P Johnson**  
the completion of the cemetery maintenance work.  
**Unanimous**

**9. COMMITTEE INCOME & EXPENDITURE**

The Committee noted the income and expenditure report in the last Finance & Policy meeting.

**10. UPDATE AND RATIFICATION FROM BUSINESS SUB COMMITTEE MEETING**

This is a standing order. At this meeting there was nothing to discuss.

**11. UPDATE AND RATIFICATION FROM PERSONNEL SUB COMMITTEE MEETING**

This is a standing order. At this meeting there was nothing to discuss.

**12. LIST OF OUTSTANDING POLICIES**

The Committee noted the list of policies.

**The meeting closed at 20.05**

**ACTIONS**

Action	By whom	By When	Completed
To review Nationwide accounts and options to open another bank account.	Town Clerk	Next F&P meeting	Outstanding
To review Standing Orders.	Town Clerk	First quarter new financial year	Outstanding
To review the list of policies to ensure that all HR existing policies are included.	Town Clerk	Next F&P meeting	On agenda

