

**THE MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE HELD ON THURSDAY 24<sup>TH</sup> AUGUST 2017 AT 19.00 IN THE CIVIC OFFICES, FEN LANE**

---

Present: Councillor J Charters (Chairman)  
Councillors: S Barker-Milan C Briggs N Dillon W Lee R Little  
E Rigby S Roe B Sellars

Mrs S Green – Committee Clerk  
Councillor Whittaker(NKDC)

**1. ACCEPTANCE OF APOLOGIES FOR ABSENCE**

Councillor Reynolds(personal) and Councillor Roe(personal)

**Proposed by Councillor Dillon, seconded by Councillor Rigby**

**AGREED** To accept the apologies of absence of those listed above and the reasons given.  
**Unanimous**

**2. DECLARATION OF INTEREST**

None at this point.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Hykeham Community Hub has now been issued with a Completion Certificate by Building Control and handover will take place on 25.08.17. Retro fit of sound deadening system will be investigated and costs will be brought back to the Committee. The Chairman advised that the total capital budget has been spent.

**4. FORMATION OF LIBRARY TRANSFER WORKING GROUP**

The Chairman proposed that due to the involvement of multiple Committees and the overlap of duties and work involved a working group be set up until the transfer is completed. Following discussion it was

**Proposed by Councillor S Roe, seconded by Councillor Dillon**

**AGREED** That a Library Transfer and Hub Commissioning Sub Committee be formed. Sub Committee to consist of Councillors Charters, Rigby, Briggs, Dillon and Lee and all other Councillors to be asked if they wished to join this Sub Committee.  
**Unanimous**

**Proposed by Councillor Rigby, seconded by Councillor Dillon**

**AGREED** That £15,000 be allocated to the Library Transfer and Hub Commissioning.  
**Unanimous**

**5. REPORT FROM PERSONNEL SUB COMMITTEE**

The Chairman advised that the Town Clerk recruitment process is proceeding well and an interview process will be developed by the Chairman and Vice Chairman for circulation to the Town Council for comments. Closing dates for applicants is 8.9.17.

**6. CREATION OF WORKING GROUP FOR FEN LANE IMPROVEMENT**

Members discussed the improvements they wished to implement which include replacement frontage to the offices and improvements to the entrance of the building. Incorporated within these improvements will be security measures for staff through an up to date CCTV system.

The meeting closed at 19.20