



WINTERTON TOWN COUNCIL

52 West Street, Winterton, Scunthorpe,
North Lincolnshire. DN15 9QF

Phone: 01724 488085 or email clerk@wintertoncouncil.co.uk

Minutes of the Policy & Finance Committee Meeting held on Monday 7th November, 2016 at 7.00pm at the Council Offices, 52 West Street, Winterton

Present:

Cllr I. Cawsey (Chair) Cllr M. Foster Cllr L. Langton

Cllr D. Johnson – ex officio

Public Participation:

No members of the public were in attendance.

1611/1 Apologies
Apologies were received from Cllrs L. Cawsey and V. Mumby.

1611/2 Declaration of Interests
a. No Declarations of Interests were made.
b. No dispensations were granted.

The Committee discussed Agenda Items 3 – 6 prior to making recommendation to Full Council.

1611/3 Policies and Procedures
The Committee considered structuring committee meetings to ensure all relevant policies and procedures are reviewed within the required time frames.

Recommendation: The committee recommends the following schedule:

June – Nothing specific identified at this time.

October – Half yearly budget review

November – Precept/Review of Allotment Charges/

January - Precept

February – Review of Policies and Procedures, including Standing Orders, Financial Regulations and Risk Assessments, and any other policies as advised by ERNLLCA.

An additional meeting in March to be scheduled to consider Pavilion/Playing Fields Charges and Hire Agreements and to review the councils Insurance Policies

ACTION: Clerk

1611/4 Policies and Procedures

The Committee considered a draft spreadsheet to record specific items from the Asset Register detailing make/model and serial numbers of items and locations, to enable tighter control of Assets owned by the Council.

Recommendation: The Clerk to use the spreadsheet to record the details of all tangible assets.

ACTION: Clerk

1611/5 Budget and Precept 2017/18

The Committee reviewed spend against the budget of all nominal codes.

Recommendation: The Clerk to look into areas identified by the committee of under and over spending against the budget.

ACTION: Clerk

1611/6 Agenda for next and future meeting

It was not requested that any items be placed on the January Agenda at this time.

1611/7 Next Meeting

The date and time of the next Policy & Finance Meeting was confirmed as (subject to any change in circumstances).

7.00pm on 9th January, 2017

At 52 West Street, Winterton