



# WINTERTON TOWN COUNCIL

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

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## Minutes of the Policy & Finance Committee Meeting held on Monday 26th September, 2019 at 6.00pm at the Council Offices, 52 West Street, Winterton

### Present:

Cllr B. Bridge  
Cllr E. Marper

Cllr M. Harrison  
Cllr H. Rowson

Cllr D. Johnson

### Public Participation:

No members of the public were in attendance.

Prior to appointing a Chair, Cllr D. Johnson, as Mayor opened the meeting and welcomed councillors.

- 1909/1 Apologies  
Apologies for absence were received from Cllrs N. King, P. McCartan and R. Ogg.
- 1909/2 Declaration of Interests  
a. Interests  
Cllr B. Bridge    WCP            Personal            Resident of Newport Drive  
1909/6  
b. No dispensations were granted.
- 1909/3 To appoint a Chair of the Policy and Finance Committee  
**Resolution: Cllr D. Johnson was appointed the Chair of the Policy and Finance Committee.**
- 1909/4 To appoint a Vice Chair of the Policy and Finance Committee  
**Resolution: Cllr B. Bridge was appointed the Vice Chair of the Policy and Finance Committee.**
- 1909/3 Accounts  
The committee were presented with the Summary of Receipts and spend report and the spend against budget report, up to the 31<sup>st</sup> August. The Clerk reported the stationery and printing budget whilst still in budget would be overspent by the end of the year, due to printing costs of the Neighbourhood Plan survey. The budget for newsletters was overspent by £150 due to the cost of inserting the Neighbourhood Plan survey.  
**Recommendation: A budget of £500 to be set aside for Neighbourhood Planning to cover the costs of promotional activities.**

The Repairs and Maintenance budget for properties is nearly exhausted due to the works carried out at the OSH to extend the play area and move the fencing away from the building. Capital purchases are over budget due to the landscaping works carried out in the cemetery. The majority of this work was funded by W2022; however payment was received in the previous financial year.

1909/6 Council Policies and Procedures

The committee reviewed a list of current policies and procedures and the dates they were adopted.

Cllrs Marper and Rowson informed the committee about the current review of the Code of Conduct by NLC to include changes to the code in relation to bullying and harassment. The updated version will be sent out to Town and Parish Councils upon adoption.

The committee agreed that the Community Engagement Statement of Intent should be reviewed by Full Council at the October meeting.

***Recommendation: The Grants and Donation Policy to be amended to read that all applications for grants and donations go directly to full council for consideration instead of the Policy and Finance Committee.***

***Recommendation: All policies and procedures not reviewed in the past 12 months to be reviewed by the end of the financial year.***

***Recommendation: A calendar to be devised to include all policies and procedures to schedule the review and adoption of all Council policies on an annual basis throughout the financial year.***

1909/7 Property owned or rented by the Town Council

The committee received an update on all property owned or rented by the Town Council, including works carried out. These include:

A new Zip Wire seat has been delivered and will be installed this week to replace the damaged seat in Marmion Park.

Wooden steps and wooden surround has been replaced in the Toddler area of West Street Park.

Dean Property Group have arranged for the shutters and wood work at the Roxby Road Industrial Estate to be painted.

The Cemetery Chapel Doors have been painted.

The committee discussed the increase in mole hills in the cemetery and what action could be taken. The committee asked that the matter be placed on the agenda for the October meeting for consideration.

***Recommendation: The signage in both parks is badly worn. The committee recommends that the Clerk looks into examples of playground and open space signage and bring ideas back to the committee for ideas.***

***Recommendation: The bins in both parks do have inserts which makes emptying difficult. The committee recommends looking into***

***the cost of purchasing liners for the existing bins or purchasing new bins for both sites.***

1909/8 Agenda for next and future meetings

- Precept/Budget Planning

1909/9 Next Meeting

The date and time of the next Policy and Finance Committee meeting was agreed as (subject to any change in circumstances):

**Thursday 14<sup>th</sup> November, 2019  
at 5.30pm  
Council Office, 52 West Street, Winterton**