

Market Deeping Town Council - Finance and Personnel Committee

Minutes of a meeting of Market Deeping Town Council's Finance and personnel Committee held on Wednesday 6 August 2025 at 3pm at The Town Hall, Market Deeping. Cllr Broughton presided over Cllr Dr Byrd and Cllr Mrs Jones. The Clerk was also in attendance.

No members of the public attended.

1. Chairman's Welcome

The chairman welcomed everyone to the meeting at 3.00pm

2. Apologies for Absence

There were no apologies for absence.

3. Declarations of Interest

There were no declarations of interest

4. Notes of minutes from the Finance & Personnel Committee meeting 26 March 2025

It was **RESOLVED** to accept the minutes of the meeting as a true and accurate record. Cllr Broughton signed the minutes as Chair.

5. Clerk's report

Members had received a copy of the report prior to the meeting.

Clerk's Report 6 August 2025
1. The PKF Littlejohn external audit of our Annual Governance report for 2024/25 has been received and accepted with no recommended actions required. The External auditors report is displayed on MDTC'S website and the noticeboard.
2. A FOI request has been received and responded to in the required timescale in respect of the Town Centre clock.
3. The Local Government Services Pay agreement for 2025-26 was agreed on 23 rd July 2025 and resulted in all staff receiving an increase of 3.2%. This is frequently not agreed until later in the year. Extra pay will be backdated until April and paid in August salary to employees.

6. Correspondence

Members had received a copy of the correspondence prior to the meeting.

Correspondence to be Noted – Received up to 6 August 2025

Market Deeping Town Council - Finance and Personnel Committee

No.	Received from	Date Received	Subject	Committee Response
1.	CCLA	10/07/254	Notification of changes of corporate ownership of CCLA. CCLA acquired by Jupiter Investment Management Group Ltd.	Noted

Correspondence to be Acted Upon – Received up to 6 August 2025				
No.	Received from	Date Received	Subject	Committee Response
1.				

7. Omega report - Review of performance to date, budget/expenditure/income

The Clerk had provided members with a report prior to the meeting. A discussion took place regarding the Wayfinding project it is hoped that the permission to locate the benches should be received shortly from LCC.

Cllr Broughton asked members if there were any further comments on the Omega report there were none.

8. For members to consider reducing the Ear Marked Reserves Categories

The clerk had provided members with a copy of Ear Marked Reserves categories prior to the meeting. A discussion took place and the following categories were changed:

337 – changed from Spinney project to **Spinney maintenance**

338 – changed from Play eqt/R=Tractor rept to **Play equipment**

The Clerk encouraged each committee chair to consider 5-year plans when considering Precept planning for 2026/27 which will start to be considered in September 2025.

It was **RESOLVED** that the Ear Marked Reserves categories should be changed as above.

9. For members to consider the Code of Conduct

It was **RESOLVED** to accept code of conduct and to make a minor change to MDTC's Standing order no. 14 to cover what action should be taken in the event of a complaint being made regarding a Councillor.

After the meeting the Clerk reviewed Standing order 14 and it was agreed that this needed amending to cover complaints regarding Councillors. This will be placed on the agenda at the next Finance and personnel meeting to resolve.

Market Deeping Town Council - Finance and Personnel Committee

10. For members to consider signatories for bank accounts

A discussion took place regarding bank account signatories. The Clerk stated that as a result of change mandate forms being submitted to CCLA and Barclays in October 2024, only the CCLA mandate was changed. There is a new Barclays online facility so this needs to be redone. Ex Councillors Shelton and Redshaw need to be removed.

It was **RESOLVED** unanimously to add Cllr Dr Byrd and Cllr Mrs Jones as executive Directors to CCLA accounts and as signatories to the Barclays accounts.

It was also **RESOLVED** to remove ex Councillors Shelton and Redshaw from the Barclays accounts.

11. For members to receive reports from the internal auditor

The clerk had issued members with copies of the report for June 2025 prior to the meeting. Sample transactions audited had all been handled correctly and members were satisfied with the reports. Cllr Broughton asked members if there were any questions and there were none.

12. Personnel – Consideration to go into Closed Session. To include: Staff matters

It was proposed, seconded and **RESOLVED** unanimously to move into Closed Session to members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960, for members to discuss items that contained information of a confidential nature:
staff issues.

A discussion of a confidential nature took place regarding staffing matters.

It was then **RESOLVED** unanimously to come out of Closed Session.

13. The next Finance and Personnel committee meeting is scheduled for Wednesday 24 September 2025 at 3.00 pm in the Town Hall.

Items for discussion – Town Hall kitchen

Play equipment

The Chairman thanked all members for their attendance and declared the meeting closed at 16.20 pm.

Chairman's signature.....

Date.....