

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 25th August 2021 7pm at Market Deeping's Community Centre. Cllr Yarham presided over Cllr Brookes, Cllr Shelton, Cllr Mrs Redshaw, Cllr Miss Collins, Cllr Miss Moran, Cllr Davis, Cllr Broughton and Cllr Mrs Sked. The Clerk was also in attendance.

Three members of the public attended.

1. Chairman's Welcome

The chairman welcomed everyone to the open session at 7.03pm

Cllr Miss Moran proposed and Cllr Mrs Sked seconded that agenda item 11 should be moved to after item 4 to allow members of the public to be at the meeting when the Council's statement about the Deepings leisure centre was to be discussed. It was **RESOLVED** unanimously to move item 11.

Members of the public spoke individually about the closure of the Deeping's Leisure Centre. Concern was voiced that the town could potentially be without a replacement facility for 5 years. Reference was made to the local petition to save the leisure centre which was said to have 8,300 signatures. Discussion took place regarding loss of local jobs, activities, venues and the extra cost/loss of education/time involved of transporting children to other facilities for their swimming lessons.

It was stated that the Neighbourhood plan for The Deepings should be respected when considering a potential location for a new leisure centre.

7.20pm Cllr Yarham again welcomed everyone to meeting

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 24th March 2021

It was proposed by Cllr Broughton and seconded by Cllr Yarham and **RESOLVED** unanimously that the minutes of the meeting be signed as a true and accurate record. The Deputy Clerk was instructed to sign the minutes on behalf of the Chair.

5. For members to consider issuing a public statement of the Council's view regarding the Deeping's existing Leisure Centre and proposed Leisure Centre.

Cllr Shelton explained that he had proposed the motion as the next Full Council meeting was scheduled for 8.9.21 which is after the decision will be made by SKDC at their meeting on 2.9.21.

A discussion took place regarding the importance of leisure facilities for the residents of Market Deeping.

Cllr Yarham read a prepared statement to be sent to SKDC regarding the Deeping's Leisure centre, which read:

A message from the Mayor on behalf of Market Deeping Town Council

“Market Deeping Town Council is disappointed that the Deepings Leisure Centre has had to shut since 29th July 2021 due to Health and Safety reasons.

The loss of the facility will be detrimental to the Community’s users and staff. It is a vital asset for supporting mental and physical well-being throughout The Deepings.

We support the notion that the Deepings Leisure Centre requires substantial refurbishment.

We urge South Kesteven District Council to seriously consider this option on 2nd September 2021 to provide clarity and certainty in relation to the future of the Deepings Leisure Centre. It is a priority to restore the existing property to a safe and operational condition so that residents may enjoy the benefits it provides.”

It was proposed by Cllr Shelton and seconded by Cllr Broughton and **RESOLVED** unanimously to instruct The Clerk to send the message on behalf of Market Deeping Town Council to the Chairman of SKDC as above.

6. Clerk’s report

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

<p>1. The Town Hall is now open to visitors and the general cleaner has been visiting once a month.</p>																										
<p>2. The Clerks have brought the website up to date in terms of minutes and Agendas. There is work to be done to get all of these displayed in an accessible format (HTML) which is more time consuming. The Clerk has investigated LALC’s offer to maintain and update the website on the Council’s behalf at a cost of £15 per month. There are currently problems viewing the uploaded minutes on a mobile device although they can be read on a desktop. The total cost for a year to LALC would be £180 plus VAT £36 Total £216 p.a.</p> <p>Website maintenance</p> <p>Reminder on our website maintenance offer which went out in last week’s newsletter (27th July).</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">Level of service</th> <th rowspan="2">Cost per month</th> <th colspan="5">What’s included?</th> </tr> <tr> <th>Documents uploaded to your LCC website by Pete Langford</th> <th>Access to Pete for advice, queries or problem solving</th> <th>Access to current guidance documents from Pete</th> <th>Updates as appropriate</th> <th>Access to e-group for peer support. **</th> </tr> </thead> <tbody> <tr> <td>Premium</td> <td>£15 plus VAT*</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>Basic</td> <td>£5 plus VAT*</td> <td>X</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> </tbody> </table> <p>* This service is available to LALC member councils and is additional to the membership subscription and Annual Training Scheme. **The e-group will be primarily led by clerks providing support for each other. Pete will monitor and contribute information and answers occasionally, but this won’t be his priority.</p> <p>The Clerk proposes that the Council take up LALC’s offer of maintaining the website on its behalf.</p>	Level of service	Cost per month	What’s included?					Documents uploaded to your LCC website by Pete Langford	Access to Pete for advice, queries or problem solving	Access to current guidance documents from Pete	Updates as appropriate	Access to e-group for peer support. **	Premium	£15 plus VAT*	✓	✓	✓	✓	✓	Basic	£5 plus VAT*	X	✓	✓	✓	✓
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Basic	£5 plus VAT*	X	✓	✓	✓	✓																				

7. Correspondence

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

Received up to 25 TH August 2021				
No.	Received from	Date Received	Subject	Committee Response
1.	PKF	25.8.21	LI0240 2020/21 AGAR Section 3 External Auditor Report	Noted

Correspondence to be Acted Upon – Received up to 25 th August 2021				
No.	Received from	Date Received	Subject	Committee Response
1.	LALC	29.6.21	LALC e-news update containing website maintenance support offer (also see Clerk's report)	Agreed to subscribe to LALC offer

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

The Clerk had provided members with a report prior to the meeting. Cllr Yarham asked members if there were any comments on the Omega report, and there were none.

9. Review of Ear Marked Reserves

A discussion took place regarding Ear Marked Reserves and whether there were too many different categories.

Cllr Miss Collins proposed and Cllr Yarham seconded and it was **RESOLVED** unanimously that the Clerk should have a meeting with the previous Clerk to gain a more in depth understanding of the different categories. It was suggested that one of the Finance and Personnel members might also want to attend this. The Clerk suggested that a 5-year plan for projects should be considered and will include this on the agenda for the next meeting.

10. For members to consider the financial, management and staffing implications of the Section 106 agreement

Cllr Shelton proposed that he should prepare a report/proposal on the implications to MDTC of taking on the responsibility for maintaining the additional land under the Section 106 agreement for approval by Full Council. This was proposed by Cllr Yarham and seconded by Cllr Davis, there were 8 in favour of the motion and 1 abstention.

11. Digital council progress: website/email accounts/tablet provision

Cllr Yarham has an appointment at the Apple Store to discuss the provision of tablets and key boards for all Councillors and sort out software snags.

12. For members to receive reports from the internal auditor

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

13. Personnel – Consideration to go into Closed Session. To include:

Staff matters

Cllr Yarham proposed to open the closed session and this was seconded by Cllr Broughton

A discussion take place regarding staffing matters.

Cllr Yarham proposed to end the closed session and this was seconded by Cllr Broughton.

The Chairman thanked all members for their attendance and declared the meeting closed at 8.25pm.

The next Finance and Personnel committee meeting is scheduled for Wednesday 20th October 2021 at 7pm.

Chairman’s signature.....

Date.....