

Kettering Town Council

MINUTES OF THE FINANCE & GOVERNANCE COMMITTEE OF KETTERING TOWN COUNCIL HELD IN THE LAHNSTEIN ROOM, MUNICIPAL OFFICES, BOWLING GREEN ROAD, KETTERING AT 7PM ON 22ND JUNE 2022

Councillors Present: Cllr Mark Rowley (Chair)
Cllrs Lloyd Bunday, Robin Carter, Maggie Don, and James Towns and Craig Skinner.

Officers present:- Martin Hammond, Town Clerk; Emma Dezelu Deputy Town Clerk

No members of the public/press attended.

Item Number	Description
FC22/12	Apologies for absence Apologies for absence were received from Cllrs Dez Dell and Scott Edwards Cllr Towns was substituting for Cllr Dell.
FC22/13	Declarations of interest Cllr Don declared an interest in item FC22/15 as a trustee of two of the applicants for grant, and took no part in the discussion on those applications. Cllr Towns declared an interest as a member of the Friends of Rockingham Rd Park and also took no part in the discussion of their grant application.
FC22/14	Minutes The minutes of the meeting held on 26 th May 2022 were agreed as a correct record and signed by the chair
FC22/15	Small Grants Applications A report was submitted which summarised and scored the four valid applications for small grants which had been received in response to the first round of grant applications under the Council's grant policy. Members were also advised of one application which had not been accepted and that two more had been received after the

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	<p>first round deadline, both of which could be considered later in the year.</p> <p>After consideration of the four applications, it was</p> <p>RESOLVED that the following small grants be awarded</p> <ul style="list-style-type: none">- Kettering Homestart £5000- Kettering Community Unit £4000- Kettering Civic Society £5000- Friends of Rockingham Rd Park £1000
FC22/16	<p>Council Logo and Branding</p> <p>A report was submitted which set out the options for developing a logo and brand, in view of the failure of the recent schools competition to generate any submissions.</p> <p>Quotes had also been secured from a number of graphic design companies for producing a bespoke logo and branding, which varied from £200 to £3000 in cost.</p> <p>The committee considered the various options available and</p> <p>RESOLVED to</p> <ul style="list-style-type: none">a) develop, in house, a logo which included elements of the current "This is Kettering" website logo and, if possible, to submit it to Council on 13th July orb) if an in house solution proved unachievable, to commission an external graphic design company to prepare a logo and branding instead based on the principles in (a) above.
FC22/17	<p>Risk Assessment</p> <p>An updated corporate risk assessment was submitted. It was noted that changes had been made in respect of the risks around market income, the use of IT equipment and loss of accommodation, to reflect recent pressures</p> <p>RESOLVED that the updated risk assessment be adopted.</p> <p>.</p>

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FC22/18	<p>Town Council's Accommodation</p> <p>Following the landlord's decision not to extend the Council's lease beyond 31st October 2022, a report was submitted which set out the various re-location options available to it, and sought members' views on which of them to pursue.</p> <p>Members agreed that their primary requirement would be a location which</p> <ul style="list-style-type: none">- provided an office for staff with good broadband connection and which was accessible and, if possible, in the town centre- provided adequate meeting space for committee meetings, which could also serve as a "parlour" for mayoral and other receptions- had sufficient space to accommodate all the Mayoral and civic items securely- ideally would provide somewhere for full Council meetings as well. <p>It was accepted that the Council might have to acquire its own audio-visual equipment for meetings and for future streaming purposes.</p> <p>Members then considered which of the 8 options in the paper best met the criteria and</p> <p>RESOLVED that the clerk gather more information on costs and practicalities for the following sites:-</p> <ul style="list-style-type: none">- Toller Church Rooms- Kettering Conference Centre- Corn Market Hall <p>and report back to the next meeting</p>
FC22/19	<p>Monitoring of Corporate Action Plan</p> <p>The Committee received a report on progress against the action plan within the corporate plan. Updates on most items were made verbally.</p> <p>Members considered various outstanding actions in respect of allotments, which were waiting in the main for a response from NNC and also considered options on traffic speed devices.</p> <p>Reports on the use of the community resilience fund and the community infrastructure fund were due to be submitted to the next meeting.</p>

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FC22/20	Budget Monitoring The financial position as at 15 th June was reported and noted.
FC22/21	Invoices The report on expenditure since the last meeting was noted. The initial income and expenditure arising from the Town Lottery was also noted.
	Meeting closed at 8.22pm

Signed.....

Date.....