

Kettering Town Council

MINUTES OF THE FINANCE & GOVERNANCE COMMITTEE OF KETTERING TOWN COUNCIL HELD IN THE COMMITTEE ROOM, BOWLING GREEN ROAD, KETTERING AT 7PM ON 14th APRIL 2022

Councillors Present: Cllr Craig Skinner (Chair)
Cllrs Lloyd Bunday, Robin Carter, Maggie Don, and Emily Fedorowycz

Cllr Fedorowycz was present as a substitute for Cllr Towns

Officers present:- Martin Hammond, Town Clerk

No members of the public/press attended.

Item Number	Description
FC21/093	Apologies for absence Apologies for absence were received from Cllrs Edwards, Rowley and Towns
FC21/094	Declarations of interest Cllr Carter declared an interest as a client of Make Woodworking (item FC21/096/a/i below) Cllr Bunday declared an interest as CDR were one of his clients. (item FC21/100 below)
FC21/095	Minutes The minutes of the meeting held on 17 th March 2022 were agreed as a correct record and signed by the chair
FC21/096	Report of Sub Committees a) Allotments i) Bridge repairs, South End allotments. A report was submitted which sought approval for repairs to the bridge within the south end allotments, at a cost of £2192. RESOLVED that Make Woodworking's quote be accepted for the repair work required on the bridge. ii) Margaret Rd allotments – some flooding issues had been reported and it was possible that

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	<p>drainage blockage existed uphill of the allotments which NNC was also investigating. The clerk would make contact with NNC.</p> <p>iii) All other allotments -AGREED to produce a list of outstanding issues in relation to all allotments so that the committee could keep track of them all.</p> <p>b) Markets and events</p> <p>i) The food and drink festival seems to have gone well; liaison with LDS was planned to review it</p> <p>ii) The Council now had the keys to the Market Place noticeboards but members wished to explore the possibility of KTC having noticeboards elsewhere in town</p> <p>iii) Banners and bunting for the platinum jubilee were being organised in conjunction with NNC and therefore were likely to be well under the £8000 provision agreed at the previous meeting.</p> <p>iv) It was agreed to confirm street entertainers for the vegan market on 4th June as soon as possible.</p>
FC21/097	<p>Speed Devices</p> <p>A report was submitted which sought approval for the conversion of the speed devices to solar power and to agree a management system for their location and re-location throughout the area covered by the highways licence.</p> <p>RESOLVED that</p> <p>a) the quote from Messagemaker in the sum of £1264 plus VAT for solar panel conversion kits for the existing speed devices be accepted</p> <p>b) that cameras should remain in situ for the foreseeable future and</p> <p>c) that, if necessary, specialist assistance be employed to fit solar panels to the existing cameras and to manage any future relocation of them</p> <p>d) the clerk investigate extending the licence to include other main routes and the possibility of acquiring more cameras, including mobile ones, in due course.</p>

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FC21/098	Asset Mapping Project <p>A report was submitted seeking members' views on how to respond to the service mapping element of this project, now that the asset mapping element had been substantially completed.</p> <p>A proposed form of words had been prepared.</p> <p>RESOLVED that the form of words set out in the report, describing the council's preferred priorities for service enhancement or protection, be shared with NCALC</p>
FC21/099	Public Toilets <p>A report was submitted which outlined the current exploratory work on providing permanent public toilets in Kettering and to seek advice on the Council's preferred next steps.</p> <p>Members were shown imagery of how the current proposed site could be used and also discussed the merits of another solution entirely, involving the conversion of an existing building.</p> <p>In terms of how any facility could be afforded, given that the indicative quotes exceeded the budget by some distance, members AGREED that they did not want to borrow to pay for the toilets or rely on reserves to make up the difference between budget and cost.</p> <p>Members also discussed the benefits of reviving the community toilet scheme.</p> <p>RESOLVED that</p> <ul style="list-style-type: none">a) The possibility of securing S106 contributions from the Hanwood Park S106 be explored with NNCb) The possibility that the project being delayed in order to raise further money in 23/24 be left on the tablec) The clerk and Cllr Carter visit the alternative site and explore with the owners the possibility of conversion and a long term lease.
FC21/100	General Markets <p>A report was submitted which provided an update on the management of the market and sought members' views on the</p>

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	<p>future direction that the market should take. The options considered by the Markets Sub Committee had been set out in the report and the feedback from one trader on those options was shared. Further consultation was in progress and planned.</p> <p>RESOLVED</p> <ul style="list-style-type: none">a) To support the proposal that the Wednesday collectors market and the two general markets be mergedb) To retain all three market days in the weekly calendarc) To reintroduce charges at a rate of £12 plus VAT with incentives for long term booking and new starters, with a start date no later than 1st Julyd) To explore the idea of regular farms markets to bolster the general markets
<p>FC21/101</p>	<p>End of Year Budget Position and Annual Governance Statement</p> <p>Members had been provided with an end of year budget statement which had been correct at the time of publication but which was replaced by a more up to date statement, effective on the 14th April.</p> <p>This showed the income and expenditure position for the 21/22 financial year and the outstanding invoices and income related to that year.</p> <p>During the 21/22 financial year that Council had spent or committed £143,820 and its projected final income for the year was £165,526. £21,706 was therefore likely to be moved into reserves once all income and expenditure transactions had been completed.</p> <p>The accruals list within the report was also updated. The Council was currently owed £3640 and had two outstanding debts - for elections and the remaining recharge for the costs of the interim clerk, which amounted to £29361. Both of these debts could now be paid during April.</p> <p>Finally, members were provided with a summary of the end of year auditing process and the process for approval of the annual governance statement, which would be prepared on a receipts and payments basis for 21/22.</p>

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	<p>RESOLVED that the end of year budget monitoring statement, as supplemented at the meeting, be noted.</p>
	<p>Monitoring of the Corporate Plan</p> <p>A report was submitted, setting out progress against the corporate plan action plan. The report was verbally updated at the meeting and noted.</p>
<p>FC21/092</p>	<p>Invoices</p> <p>A report was submitted detailing invoices due. Members also noted the invoices that had been paid under delegated powers since the last meeting. A supplementary report was made verbally setting out the invoices that had been received or incurred since the agenda was published.</p> <p>RESOLVED that</p> <p>a) the following invoices be approved:-</p> <ul style="list-style-type: none"> - Expenses incurred by the Mayor – travel and tickets £198.18 - Clerk – payment paid on credit card to Indeed (recruitment costs) £51.50 - Clerk - repayment of purchase costs of cable ties, for events notices £4.25 - Knights and Hyde – office supplies £13.14 plus VAT - Rob Adaway Structural Services - survey work and report; bridge, South End Allotments £377.50 - NNC Salary recharge for Emma Driver as Interim Clerk, July-October 2021 £12,227.35 - CDR – labour costs re market set up £514.06 plus VAT - NNC – balance of election costs £17,103 <p>b) That invoices paid under delegated powers be noted, including the costs associated with the food and drink festival, amounting to a total of £950</p> <p>c) That the direct debit payments for rates associated with the market be noted</p>
	<p>Meeting closed at 8.34pm</p>

Signed.....

Date.....