



**Kettering**  
TOWN COUNCIL

Community • Environment • Heritage

MINUTES OF THE FINANCE & GOVERNANCE COMMITTEE OF KETTERING  
TOWN COUNCIL HELD IN THE TOLLER CHURCH ROOMS, KETTERING AT  
7PM ON 23<sup>rd</sup> NOVEMBER 2022

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

Officers present:- Martin Hammond, Town Clerk

No members of the public/press attended.

Item Number	Description
<b>FC22/053</b>	<b>Apologies for absence</b>  Apologies for absence were received from Cllr Fedorowycz
<b>FC22/054</b>	<b>Declarations of interest</b>  None declared
<b>FC22/055</b>	<b>Minutes</b>  The minutes of the meeting held on 26 <sup>th</sup> October 2022 were agreed as a correct record and signed by the chair
<b>FC22/056</b>	<b>Allotments Working Group</b>  The minutes of the last Allotments Working Group were submitted. This had been a joint meeting with the two allotment societies to agree investment, repair and improvement priorities for the coming year.  The high priority actions were noted and a report on cost for the windmill avenue fencing would be submitted to a future meeting.
<b>FC22/057</b>	<b>Community Infrastructure Fund</b>  A report was submitted setting out three proposals for use of the remaining funds in the fund.  <b>RESOLVED</b> that

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	<p>a) A grant of £1000 be paid to Accommodation Concern to enable them to provide outreach advice sessions, focused on the Highfields area of town.</p> <p>b) A sum of £1000 be set aside to fund worthwhile projects on the Avondale Grange estate as a supplement to the community budgeting process that was underway in the area.</p> <p>c) That the application by SK Training to deliver free first aid courses be turned down in favour of First Responders being asked to do the same, in return for an agreed donation, the focus for any sessions to be on Avondale Grange and the Highfields areas.</p>
<b>FC22/058</b>	<p><b>Monitoring of the Corporate Plan Action Plan</b></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>Arising from the report, it was noted that</p> <ul style="list-style-type: none"><li>- The transfer of “This is Kettering” from NNC was looking unlikely – Cllr Bunday agreed to try and establish the formal position from NNC.</li><li>- There had been a number of new traders on Kettering market</li></ul> <p>It was also <b>RESOLVED</b> that a report be submitted in the new year reviewing the first year of operation of the ward initiative fund.</p>
<b>FC22/059</b>	<p><b>Budget Monitoring</b></p> <p>The financial position as at 16<sup>th</sup> November was submitted and noted. Expected budget variances were highlighted and noted. The office move had incurred total costs of about £2200, although there would be a reduction in office and meeting room rental costs in future as a result.</p> <p>Members suggested that the budget for member training and costs be reduced from £1000 in 2023-4</p>
<b>FC22/060</b>	<p><b>Invoices</b></p> <p>A report was submitted setting out all the payments that had been made since the last meeting and seeking approval for outstanding invoices and payments.</p>

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	<p><b>RESOLVED</b> that the report be noted and that approval be given for the following payments to be made:-</p> <ul style="list-style-type: none"><li>• Clerk expenses<ul style="list-style-type: none"><li>- Extension leads/material for new office £21.68 incl VAT</li><li>- Wardrobe, Mayoral robes, for new office £238.00 incl VAT</li><li>- Postage stamps (part recharged) £10.88</li><li>- Display materials, consultation event £107.94 incl VAT</li></ul></li><li>• Knights and Hyde – projector screen £286.84 incl VAT</li><li>• Knights and Hyde stationery £17.06 incl. VAT</li><li>• Photoshop software £89.98 incl. VAT</li><li>• Recognition Express - Name badges for staff and members £245.40 incl. VAT</li></ul>
	Meeting closed at 7.45 pm

Signed.....

Date.....