



MINUTES OF THE FINANCE AND GOVERNANCE COMMITTEE OF KETTERING TOWN COUNCIL HELD IN THE TOLLER CHURCH ROOMS, KETTERING AT 7PM ON 22ND NOVEMBER 2023

Councillors Present: Cllr Mark Rowley (chair)
Cllrs Carolyn Carter, Robin Carter, Maggie Don, and Scott Edwards,

Officers present:- Martin Hammond, Town Clerk

Guests present:- Russell Attwood, Kettering Allotment Association
Grey Lindley, Groundwork Trust/Green Patch
Cllr James Towns, William St Community Garden

No members of the public/press attended.

Item Number	Description
FC23/045	Apologies for absence Apologies for absence were received from Cllr Bunday for whom Cllr Carolyn Carter was acting as substitute. Cllr Fedorowycz was expecting to arrive later.
FC23/046	Declarations of interest None declared
FC23/047	Minutes The minutes of the meeting held on 18 th October 2023 were agreed as a correct record and signed by the chair Matters arising It was reported that one unsuccessful applicant for voluntary sector grants had fed back on the decision making process for grants that had occurred at the last meeting. They were aware that the committee had been verbally advised that not all their staff worked from their offices (improvements to which had been the subject of the application). The organisation concerned had said that this was not the case and that they were disappointed that this factor may have influenced the decision made. Members who had been present at that last meeting confirmed that they did not believe this was the

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	<p>determining factor in their decision, but nevertheless noted the feedback concerned and asked the clerk to invite them to reapply in the next round of funding in the new year.</p>
FC23/048	<p>Public session</p> <p>None</p>
FC23/049	<p>Climate Change Actions</p> <p>The meeting was joined by Russell Attwood and Grey Lindley from the Kettering Allotment Association and Groundwork respectively, plus Cllr Towns, to discuss how seed and vegetable exchanges and community composting might be promoted and extended in town.</p> <p>It was reported that there was already an amount of collaborative work on composting materials which was being managed through voluntary effort, but that any increase in activity would exceed capacity. Groundwork also received leaf mould from NNC to turn into compost. The experience was that there was a great deal of contamination in what was offered up as compost and that any regular and “formal” scheme would require participants to have waste transfer licences.</p> <p>Both Groundwork and the Kettering Allotment Association advised that they currently had arrangements for seed exchanges to take place between members or with regular customers.</p> <p>Generally speaking, vegetable surpluses had been donated to food banks so no exchanges had taken place as such.</p> <p>RESOLVED that the Council would, from its bio-diversity budget,</p> <ul style="list-style-type: none">a) sponsor and help promote an annual seed exchange event each year for the Kettering Allotment Association, the next event to take place in the 2024/5 financial yearb) sponsor and help promote a trial at the Green Patch for a seed exchange and seed library, open to the wider public, also to take place in the 2024/5 financial year
FC23/050	<p>Budget and Corporate Plan for 2024-5</p> <p>The revised corporate plan was submitted for members' views.</p>

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	<p>RESOLVED that the plan, as redrafted, be submitted to Council at its next meeting.</p>						
FC23/051	<p>Town Lottery Grants</p> <p>A report was submitted which set out the four applications which had been received for lottery funding in response to the most recent round, with its focus on mental health and wellbeing.</p> <p>Members considered the applications against the tests in the policy and</p> <p>RESOLVED that the following applications be approved, in the stated amounts:-</p> <table><tr><td>Big Bubble Theatre Company</td><td>£1000</td></tr><tr><td>Kettering Youth Theatre</td><td>£1000</td></tr><tr><td>Kettering Food Bank</td><td>£ 500</td></tr></table>	Big Bubble Theatre Company	£1000	Kettering Youth Theatre	£1000	Kettering Food Bank	£ 500
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FC23/052	<p>Mayoral Activity including Coat of Arms and Mayoral cadets</p> <p>A report was submitted which set out a variety of issues affecting the Mayoralty.</p> <p>a) <u>Fund raising events</u> – a list of events in planning was described, about which members asked various questions as to the resources available to conduct them</p> <p>b) <u>Coat of Arms</u></p> <p>The College of Arms had now granted the Council its coat of arms, which were the same as those used by the old Borough Council from 1938-74, without the two supporters. It was necessary to commission some artwork so that a definitive image would exist of the new coat of arms, which could be reproduced in a variety of formats. The College of Arms (Rouge Dragon Pursuivant) had proposed either a reproduction of the full coat of arms at a cost of £2135 or of just the shield at a cost of £787.50</p> <p>RESOLVED that Council be recommended to commission artwork for the full coat of arms</p> <p>The clerk had obtained quotes from Vaughtons in Birmingham who had made the original replica Mayoral chains, for the cost of updating the chain pendant to include the new coat of arms. They had quoted £1500. The cost of updating the real Mayoral chains was £5500 and no</p>						

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	<p>quote had therefore been obtained for the other chains, real or replica.</p> <p>RESOLVED that the replica Mayoral chains be updated to show the new coat of arms with a replacement pendant, with a view to using that pendant on the real chains if possible, the cost to be borne from the 24/25 budget.</p> <p>c) <u>Mace repairs</u> It had been brought to the clerk’s attention that a small piece of the mace had been broken – it now appeared that the damage dated back to before 2021. It was noted that the Clerk would seek to make an insurance claim but that it was unlikely that it would be successful given the date the damage occurred. It was agreed that no further action was required. The cost of repair was expected to be £2900.</p> <p>d) <u>Mayoral cadets</u> The clerk had been asked to explore the possibility of appointing a Mayor’s cadet, as had happened at KBC from time to time before 2021. The report set out the issues which would need to be addressed, including safeguarding arrangements, and it was</p> <p>RESOLVED that each Mayor be given the discretion to appoint a Mayor’s cadet, via nominations from local cadet organisations, at the start of each Mayoral year, provided that the person appointed was 18 years of age and was able to travel to events unaided.</p> <p>e) <u>Budgets for 2024-5 onwards.</u> The clerk advised that he thought it would be helpful to redefine the coverage of two budget headings – Mayoral costs and coat of arms – so that it was clear what was available for the Mayor and Deputy Mayor and to support mayoral events, and what was available to ensure the upkeep of the civic regalia and assets, without changing the overall cost.</p> <p>RESOLVED that the 24-35 budget include the following sums</p> <ul style="list-style-type: none">- Mayoral expenses £1750- Civic regalia and assets £1600
FC23/053	<p>Planters and Benches, Silver St, Kettering</p> <p>A report was submitted which sought members’ views on the possibility of installing a bench or other item on land off Silver St, Kettering, to help prevent unauthorised parking. This would require a licence from NNC to place a bench. In addition, the land in question was part bordered by a number of planters</p>

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	<p>which had been placed there by an adjacent business and members were asked if they wished to adopt the planters and add them to the scheme for town centre planting, should, the owner not be able to look after them. This would also have to be covered by the proposed NNC licence.</p> <p>RESOLVED that agreement be made in principle to improving the area of land in question and that the clerk be authorised to discuss options with NNC as landowner and with Just Pizza as the holder of a pavement licence for the land.</p>						
FC23/054	<p>Monitoring of the Corporate Plan</p> <p>A report was submitted and noted which detailed progress against the actions in the corporate plan action plan. The clerk gave a verbal update on live items.</p>						
FC23/055	<p>Budget Monitoring and Invoices</p> <p>A report was submitted setting out the current budget position across the Council's accounts and detailing the payments that had been made since the last meeting.</p> <p>RESOLVED</p> <p>a) that the following payment be approved</p> <table><tr><td>- Mayor – expenses</td><td>£19</td></tr><tr><td>- Deputy Mayor – expenses</td><td>£68.85</td></tr><tr><td>- Clerk – expenses</td><td>£48.80</td></tr></table> <p>b) That the 2023/4 pay award, at £1925 per employee, pro rata, be applied and backdated to 1st April 2023</p> <p>c) That a £1 increase in hourly rates for event supervisors be applied from 1st November 2023.</p> <p>d) That the financial position be noted.</p>	- Mayor – expenses	£19	- Deputy Mayor – expenses	£68.85	- Clerk – expenses	£48.80
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	Meeting closed at 8.42 pm						

Signed.....

Date.....