



MINUTES OF THE FINANCE AND GOVERNANCE COMMITTEE OF KETTERING TOWN COUNCIL HELD IN THE TOLLER CHURCH ROOMS, KETTERING AT 7PM ON 24th JANUARY 2024

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

Officers present:- Martin Hammond, Town Clerk

No members of the public/press attended.

Item Number	Description
FC23/056	Apologies for absence None
FC23/057	Declarations of interest None declared
FC23/058	Minutes The minutes of the meeting held on 22 ND November 2023 were agreed as a correct record and signed by the chair
FC23/059	Public Session None
FC23/060	Internal audit interim report A report was submitted which included and addressed the interim internal audit report for the Council. The main recommendation was that the Council develop an investment strategy, given that its reserves were now at a level which triggered the need for one. A draft investment strategy accompanied the report . After discussion, it was RESOLVED to recommend the investment strategy to Council

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FC23/061	<p>Mayoral activity</p> <p>A report was submitted which summarised recent Mayoral activity, reported back on the repairs to the mace and conveyed a request by the Sea Cadets that the committee reconsider its decision to impose a lower age limit of 18 on the appointments of a mayoral cadet in each year. After discussion, it was</p> <p>RESOLVED to change the lower age limit to 16 for Mayoral cadets.</p>
FC23/062	<p>Ward Initiatives Fund – second grants round</p> <p>It was reported that spending on the ward initiatives fund by the end of December deadline had amounted to £7650 and that therefore a decision needed to be made on the use of the remaining £2350. A list of the recipients of ward funding in 2023 was attached to the report.</p> <p>Various options were proposed in the report and it was</p> <p>RESOLVED that the clerk bring back a report to the next meeting, detailing those organisations which had scored highest from the general grants round in late summer 2023, but who had not received any or all of the requested funding</p>
FC23/063	<p>Review of Town Meetings</p> <p>A report was submitted which set out the current arrangements for Town Meetings, the experience of holding them over the last two years and some of the feedback from attendees at the November meeting about format and subject matter.</p> <p>RESOLVED</p> <ol style="list-style-type: none">a) To advertise the Town Meetings more widely to attract a larger “lay “ audience,b) To change the name of the Town Meetings to increase their visibility and to use different venues around townc) To reduce the number of meetings to three and drop the November oned) To introduce more workshop sessions into the format of each evente) To progress a physical notice board in town in the absence of being able to install an electronic one.

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FC23/064	Review of Town Lottery Policy A report was submitted reviewing the Town Lottery, given that the Council now had 18 months of experience in managing the lottery. The report proposed changes in the way in which grants were made to improve the impact of the lottery in the locality and in terms of its public profile. RESOLVED that the policy be amended so that in future grants be made once a year for a substantial sum to a single organisation or project and that the clerk submit some proposals to the next meeting for project themes for 2024.
FC23/065	Protocol – member support for event management A report was submitted which set out a proposed protocol, to guide officers and members when organising events, about the potential contributions that members could make to an event, whilst maintaining proper control and oversight. It was felt that it would be helpful to have a protocol <ul style="list-style-type: none">- So that everyone could be clear about member involvement in the event administration – what is appropriate, safe and likely to be covered by insurance- To ensure that communication between officers and members and with third parties is clear and consistent- to ensure a “no surprises” approach for everyone involved- to avoid accidental duplication of effort or gaps opening up- to avoid any procurement risks arising from the use of third parties RESOLVED that the draft protocol be approved, for submission to Council subject to the addition of the words “and encouraged “ at the end of para 3.1.
FC23/066	Climate Change Mitigation Item deferred
FC23/067	Website hosting A report was submitted seeking the committee’s instructions on the re-provision of the website, which the current hosting organisation , 2Commune, was having to withdraw from providing. Several options were presented to the meeting and it was

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	<p>RESOLVED that</p> <ul style="list-style-type: none">a) the offer from Cuttlefish to transfer the hosting arrangement to them at no charge be accepted, to apply for the 24/25 yearb) subject to the performance of Cuttlefish as a host and the delivery of some improvements to the website itself, the option of transferring to another provider be kept under review,
FC23/068	<p>Monitoring of the Corporate Plan</p> <p>The monthly monitoring report on actions within the corporate plan was presented and verbally updated. Members expressed frustration at the lack of progress with NNC on the transfer of land for the intended public toilets.</p> <p>A report on outstanding climate change mitigations would be brought back to the next meeting.</p>
FC23/069	<p>Budget Monitoring and Invoices</p> <p>A report was submitted summarising financial activity since the last meeting.</p> <p>RESOLVED that</p> <ul style="list-style-type: none">A) the financial position be notedB) the following payments be made into the reserve accounts<ul style="list-style-type: none">a. Election reserve £ 8,000b. General reserve £16,000c. Public toilet fund £25,000C) the £250 excess on the insurance cost of repairing the mace be met from the Mayoral expenses budget.D) the expenses claims below be approved.<ul style="list-style-type: none">o Clerk – mileage re repair of mace (covered by insurance) £46.50o Deputy Mayor – mileage on engagements £27.90

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	Meeting closed at 8pm

Signed.....

Date.....