

Kettering Town Council

MINUTES OF THE FINANCE & GOVERNANCE COMMITTEE OF KETTERING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, BOWLING GREEN ROAD, KETTERING AT 7PM ON 23 SEPTEMBER 2021

Councillors Present: Cllr Craig Skinner, Cllr Anup Pandey, Cllr James Towns, Cllr Lloyd Bunday, Cllr Maggie Don, Cllr Scott Edwards, Cllr Robin Carter

Officers Present: Emma Driver, Town Clerk

No members of the public/press attended.

Item Number	Description
FC21/016	To received and accept apologies for absence None
FC21/017	Declarations of interest None declared
FC21/018	To agree the minutes of the last meeting Agreed
FC21/019	Markets Cllr Skinner gave an update regarding the Christmas Markets for 2021. Initially NNC expectations were KTC would organise this year's event. But after discussions NNC will organise and a handover to be organised between KTC and NNC so we become responsible for organising the markets. Clerk to Send round slides regarding market costings received from NNC. The current NNC Markets Team have risk assessments, market trader details etc which they will send over to us as part of the handover. It was felt that if a Teenage Market didn't go ahead this year it would be a shame and KTC should look at using some of its reserve money to ensure it takes place. Markets Sub Committee members:- Cllr Craig Skinner Chair Cllr Alexander Evelyn Cllr Emily Fedorowycz Frequency of meetings – to be decided at the first meeting.

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FC21/020	Allotments Sub Committee Cllr James Towns Chair Cllr Carolyn Carter Cllr Keli Watts Visit allotment sights to see what kind of condition they are all in. Frequency of meetings – to be decided at the first meeting
FC21/021	Town Events Sub Committee Cllr Mark Rowley Chair Cllr Robin Carter Cllr Clark Mitchell Frequency of meetings – to be decided at the first meeting
FC21/022	Town Centre Toilets NNC are currently providing the toilets on Meadow Road and the current costs are : £700 plus VAT rental fee per month and £2,500 plus VAT running costs per month. KTC currently researching the possibility of purchasing some toilets instead of hiring. Need to investigate opening times. Do they need to be open during the evening? Need to find a company to clean the toilets. It was felt they are currently in a good location, and they should be kept along Meadow Road. Agreed to bring back to next month's meeting.
FC21/023	Discussion Item Kettering Town Council Lottery Cllr Skinner has undertaken some research on a KTC Lottery, and other councils have used this quite successfully. One option within the scheme is we host under the KTC name and then charities/groups provide their details/information and when people buy a ticket, they can choose a specific organisation who they think should receive some of the money raised.

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	<p>Another option is to have a have central fund and charities/groups register and the council decides who to release the funds to.</p> <p>There is no cost to the council. The company who runs the lottery takes a percentage of the money from the lottery ticket sale for administration costs etc.</p> <p>If we did decide to do this, then the preference would be for the money to come into a central fund and KTC distribute the money to charities/groups after they have put bids in.</p> <p>Cllr Skinner to produce a table comparing different companies offering these lottery schemes and circulate.</p> <p>Cllr Towns and Cllr Don expressed concerns about the percentage rate that the company running the lottery would be taking.</p>
FC21/024	<p>Outstanding Invoices</p> <p>NNC for lease of room/use of meeting rooms covering September 2021 Invoice No 422000191971 £ 1,000 AGREED</p> <p>NNC for lease of room/use of meeting rooms covering October 2021 Invoice 422000237778 £ 1,000 AGREED</p> <p>NNC Clerk Salary Recharge Invoice No 422000194710 £12,468.78 Awaiting clarification from NNC on whether VAT should be added and a breakdown of the salary costs. Payment not to be made until we have received further information from NNC.</p> <p>NCALC Invoice No INV-1384 Planning Training £ 315 AGREED</p> <p>NCALC Invoice No INV-1531 Finance Training £ 315 Delay payment until video recording of the training and has been received.</p>
FC/025	<p>September Bank Reconciliation</p> <p>Agreed. Kettering Allotment Society received a final demand from NNC for their rent which they paid. Cllr Bunday looking into why NNC have charged rental for the allotments when that should now be KTC.</p>

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	<p>Any Other Business</p> <p>Remembrance Sunday We have received costings of road closure and marshalling as these will be the responsibility of KTC.</p> <p>Royal British Legion have been instructed they aren't allowed to pay for Marshalls or road closures.</p> <p>For this year's event received two solutions from a company</p> <p>Option 1 They provide signs and put them up. Provide on the day road closure signs barriers etc Cost £1,200</p> <p>Option 2 As above but Marshalls supplied Cost £1800</p> <p>NNC have agreed to pay 50% of the cost.</p> <p>It was proposed by Cllr Bunday to pay the other 50% (£900) and have the marshalled event. AGREED unanimous</p> <p>2022 will come under KTC Events plan and planning for this will need to start after this year's event.</p>
	<p>Meeting closed at 8.14pm. The date of the next meeting has been changed to 19 October 2021</p>