

**MINUTES OF THE LOUTH TOWN COUNCIL GOVERNANCE AND FINANCE COMMITTEE  
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH  
ON TUESDAY 5<sup>th</sup> MARCH 2019**

**Present** Cllr. R. Jackson (RJ) (in the chair). EB present but unwell, it was **RESOLVED** that Cllr. RJ chair.

**Councillors:** Mrs. E. Ballard (EB), Mrs. D. Blakey (DB), C. Green (CG), D. Ford (DF), J. Garrett (JG), D.J.E. Hall (DJEH), D. Hobson (DH), Mrs. L. Harrison-Wiseman (LHW), G.E. Horton, (GEH), A. Leonard (AL), M. Locking (ML), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), Mrs. M. Ottaway (MO), L.M. Stephenson (LMS), F.W.P. Treanor (FWPT), D. Turner (DT), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW).

**Councillors not present:** Mrs. S. Crew (SC).

The Town Clerk, Mrs. L.M. Phillips and the Town Clerk's Assistant, Mrs. M.C. Vincent and 5 members of the public were also present.

**357. Apologies for Absence**

Apologies for absence were received from Cllrs. Mrs. S Crew (SC).

**358. Declarations of Interest / Dispensations**

The following declarations of interest were made:

Councillors Mrs. JMS, DEW and AL - item 5 – as members of the Hubbard's Hill Trust.

**359. Town Clerk's Report**

The Town Clerk reported that LTC's involvement with the Lovely Louth magazine had been halted until the first edition could be seen and the bank account had been changed to the correct names. Cllr. Mrs JMS thanked the Clerk and Chairman of G&F for their good governance of the situation.

**360. Minutes**

Following a proposal by Cllr. Mrs. EB, seconded by Cllr. DJEH it was **RESOLVED** by vote of the Committee that the notes of the last meeting held on 4<sup>th</sup> December 2018 be approved as the Minutes.

**361. Financial Reports**

The Committee considered the items listed below and **RESOLVED** as follows:

**a.** Proposed to approve by Cllr. Mrs. MO, seconded by Cllr. DEW

Receipts and Payments – Cashbooks 1 and 2 – Months 7 to 9 (hard copy circulated 19<sup>th</sup> February)

i.	Month 7 (October)	Cash Book 1	Receipts	£6,687.00	Payments	£15,148.08
ii.	Month 7 (October)	Cash Book 2	Receipts	£200.00	Payments	£100.55
iii.	Month 8 (November)	Cash Book 1	Receipts	£717.81	Payments	£14,674.29
iv.	Month 8 (November)	Cash Book 2	Receipts	£200.00	Payments	£255.16
v.	Month 9 (December)	Cash Book 1	Receipts	£4,864.95	Payments	£47,167.68
vi.	Month 9 (December)	Cash Book 2	Receipts	£0.00	Payments	£16.08

**b.** Proposed to approve by Cllr. Mrs. MO, seconded by Cllr. Mrs. SEL

Detailed Income and Expenditure Report (Budget Variance Report) as at Month 9 to 31<sup>st</sup> December 2018 (hard copy circulated 19<sup>th</sup> February).

**c.** Proposed to accept by Cllr. Mrs. SEL, seconded by Cllr. Mrs. MO

Committee to receive confirmation from FOG of the following Bank Reconciliations:

i.	Lloyds Treasurers Account (balance as at 27 <sup>th</sup> December 2018)	–	£270,240.13
ii.	Petty Cash (balance as at 31 <sup>st</sup> December 2018)	–	£137.78
iii.	Lloyds Deposit Account (balance as at 31 <sup>st</sup> March 2018)	–	£69,438.71
iv.	National Savings and Investment Account (balance as at 31 <sup>st</sup> December 2018)	–	£109,650.53

**362. Citizen's Advice Bureau**

Following discussions regarding the good work undertaken by the CAB, it was proposed by Cllr. Mrs. JMS, seconded by Cllr. LMS and **RESOLVED** that the Council would donate £1,000 as per Council's powers from the approved 2018/19 budget to the CAB.

**363. Closed Session Item**

Following a proposal by Cllr. Mrs. MO, seconded by Cllr. CG it was **RESOLVED** that the meeting should move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the commercially confidential nature of the business to be discussed in relation to the following matters:

- a. Maintenance Work to Sessions House – It was proposed by Cllr. Mrs. JMS, seconded by Cllr. DEW and **RESOLVED** that the Council would contract Chubb Fire & Security Ltd to undertake the replacement of emergency lighting.
- b. Following a proposal by Cllr. AL, seconded by Cllr. Mrs. PFW it was **RESOLVED** that a grant of £400 would be given to the Louth 4th Scouts.
- c. Following a proposal by Cllr. Mrs. SEL, seconded by Cllr. CG it was **RESOLVED** that the meeting should move out of closed session.

**364. Next Meeting**

The Council noted that the next scheduled meeting of the Governance and Finance Committee would take place on 16<sup>th</sup> April 2019.

The Meeting Closed at 8.13pm.

Signed \_\_\_\_\_ (Chairman)                      Dated \_\_\_\_\_