

**MINUTES OF THE MEETING OF THE GOVERNANCE AND FINANCE COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 28th MARCH 2017**

Present Councillor F.W.P. Treanor (FWPT) (in the chair)

Councillors: Mrs. E. Ballard (EB), Mrs. S. Crew (SC), C. Green (CG), J. Garrett (JG), , D. Hobson (DH), G.E. Horton (GEH), R. Jackson (RJ), A. Leonard (AL), Mrs. J. Makinson-Sanders (JMS), Mrs. J. Speed (JS), Mrs. M. Ottaway MBE (MO), D. Turner (DT), D.E. Wing (DEW)

Councillors not present: Mrs. D. Blakey (DB), D.J.E. Hall (DJEH), Mrs. S.E. Locking (SEL), M. Locking (ML), Mrs. P.F. Watson, L.M. Stephenson (LMS) and Mrs. L. Harrison-Wiseman (LHW)

The Town Clerk, Mrs. L.J. Blankley and her Secretary, Mrs. L.M. Phillips were also present.

534. Apologies for Absence

Apologies were received from Councillors Mrs. DB, DJEH, Mrs. SEL, ML, Mrs. PFW, LMS and Mrs LHW.

535. Chairman's Remarks

The Chairman had no remarks to make.

536. Declarations of Interest / Dispensations

There were no declarations of interest

537. Minutes

Following a proposal by Cllr. DEW, seconded by Cllr. GEH it was **RESOLVED** that the notes of the last meeting held on 7th March 2017 be approved as the Minutes and that the item mentioned therein at minute 488 and mistakenly omitted from this agenda should be placed on a future agenda.

538. Town Clerk's Report on Matters Outstanding

The Town Clerk reported that the Annual Return pack had been received.

539. Correspondence

The Committee noted that the following correspondence had been received and resolved on c) as below:

- a. West Yorkshire Pension Fund – Confirmation of members contribution bandings
- b. HMRC Notice P9X (2017) new tax rates for application from 6th April 2017
- c. Following a proposal by Cllr. AL, seconded by Cllr. MO it was **RESOLVED** that the Committee should approve the application of NJC Payscales 2016 -18 salary increases from 1st April 2017.

540. Audit Arrangements

Following a proposal by Cllr. Mrs. EB, seconded by Cllr. AL it as **RESOLVED** that the Committee should approve that the quadripartite arrangement be continued for 2016/17 finalisation of accounts and going forward into 2017/18.

The Committee noted that the External Auditor would change to PKF Littlejohn in 2017/18.

541. Internal Controls Review

The Town Clerk apologised that she had been unable to reformat the Internal Controls for review in time to bring to the meeting. She informed Councillors that there were no changes in that format to the current identified risks and procedures. It was agreed that this item should be brought back to a future agenda for discussion.

542. Julian Bower Field Rental

Following a proposal by Cllr. DT, seconded by Cllr. AL it was **RESOLVED** that the recommendation of the Assets Working Group be approved and the Julian Bower 'Field' be let out for hay cutting for the summer season 2017. It was agreed that the longer term use of this field be discussed in the future.

543. Next Meeting

The Committee noted that the date of the next scheduled meeting was 25th April 2017.

The Meeting Closed at 10.01pm.

Signed _____ (Chairman)

Dated _____

Draft For Approval