

**MINUTES OF THE LOUTH TOWN COUNCIL GOVERNANCE AND FINANCE COMMITTEE  
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH  
ON TUESDAY 4<sup>th</sup> DECEMBER 2018**

**Present** Cllr. Mrs. Eileen Ballard (EB) (in the chair).

**Councillors:** Mrs. D. Blakey (DB), C. Green (CG), D. Ford (DF), D.J.E. Hall (DJEH), D. Hobson (DH), Mrs. L. Harrison-Wiseman (LHW), G.E. Horton, (GEH), R. Jackson (RJ), 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) and Mrs. P.F. Watson (PFW).

**Councillors not present:** J. Garrett (JG), Mrs. S. Crew (SC), D. Turner (DT) and D.E. Wing (DEW).

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

**277. Apologies for Absence**

Apologies for absence were received from Cllrs. Mrs. S Crew (SC), J. Garrett (JG) and D. Wing (DEW).

**278. Declarations of Interest / Dispensations**

No declarations were made.

**279. Minutes**

Following a proposal by Cllr. RJ, seconded by Cllr. Mrs. MO it was **RESOLVED** by vote of the Committee that the notes of the last meeting held on 23<sup>rd</sup> October 2018 be approved as the Minutes.

**280. Town Clerk's Report / Update**

The Town Clerk had a number of items to update the Committee on:

**a. Cemetery Lodge**

She reminded Cllrs. that delegated authority had been given to herself, Cllr. Leonard and Cllr. Harrison-Wiseman to obtain 3 quotes from Estate Agents, evaluate these and choose which to use in the prospective sale of the Cemetery Lodge. She confirmed that 3 quotes had been received, had been evaluated and it was the groups intention to engage Masons. As the documentation supplied by them was much more detailed in terms of the kind of service that the Council could expect to receive, it was apparent that they had taken it upon themselves to undertake a preliminary review of the property to ensure that they could offer the best advice and their reputation for selling this kind of property was well known.

**b. Christmas Crib**

She reported that the Christmas Crib had been erected on the Fish Shambles again. Unfortunately, it was showing signs of deterioration was rotting in several places and had had to have the roof repaired this year to ensure it was water tight. With this in mind, she opined that it seemed prudent to think about replacing the crib next year and Louth Building Supplies had offered to build an entirely new one for next year at no cost. The Council agreed that this was a good idea.

**c. Trinity Allotments**

It had become apparent that the council had not paid rent for the Trinity Allotment Site since 2014. The Council's Solicitor had been contacted who had advised that back payment be made as soon as possible which would be in excess of £3,000. It was agreed that this item should be brought back at the next meeting for discussion.

**281. Grant Applications 2018/19**

After lengthy discussions the following grant applications were **RESOLVED** upon.

<b>Organisation</b>	<b>Grant awarded</b>	<b>Proposed Cllr.</b>	<b>Seconded Cllr.</b>
Louth Run for Life	£500	GEH	Mrs. PFW
Louth Hockey Club	£700	LMS	CG
Louth Old Boys Football Club	£300	Mrs. MO	LMS
Zero Degrees Chorus	£300	AL	CG
2nd Louth Scout Group	£300	AL	Mrs. SEL
Lincoln and Lindsey Blind Society	£1584	Mrs. LHW	Mrs. DB

**282. Love Louth Magazine – April 2019 Edition**

Following discussions regarding the magazine and the cost of advertising it was proposed by Cllr. AL, seconded by Cllr. DF and **RESOLVED** that the Council would budget for the front cover strip and a full page (a maximum cost of £650 – discount to be negotiated) in the first edition only of the brochure. Following a review after the first edition, consideration would then be given to further advertising support.

**283. Louth Town Council Website**

Following a proposal by Cllr. Mrs. EB, seconded by Cllr. AL it was **RESOLVED** that work should now commence on the new website with costs (for the website specifically): To install WordPress, Astra Pro theme and Elementor Pro page builder on new hosting for website set up £279.98 (one off cost) - WordPress and plugin updates care plan at £20pm £240.00pa - SSL certificate £19.99pa - Licence for Astra Pro and Elementor Pro after year 1 £95.00pa (year 2+).

**284. All Budget Precept Requests**

Following lengthy discussion regarding the budget and precept and a recorded vote, it was proposed by Cllr. AL, seconded by Cllr. Mrs. MO and **RESOLVED** to recommend to the Town Council on 15th January 2019 that a precept request of £379,197 be made for 2019/20 which, based on the 18/19 base rate, represented an annual cost per band D property of £76.87 and a monthly cost of £6.41. Further, it was agreed that an amendment to the budget be made to place the money ring-fenced for the Cemetery Lodge into a new budget headed EMR Contingency Fund.

RECORDED VOTE	
<b>Yes – Cllr.</b>	<b>No – Cllr.</b>
Mrs. EB, Mrs. DB, CG, DH, GEH, AL, ML, Mrs. SEL, Mrs. MO, FWPT, DF	DJEH, Mrs. LHW, RJ, Mrs. JMS, LMS, Mrs. PFW

**285. Closed Session Item**

Following a proposal by Cllr. Mrs. JMS, 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. Pool Van – It was proposed by Cllr. GEH, seconded by Cllr. DJEH and **RESOLVED** that the Council should obtain three quotations for both the lease of a van and the purchase of a van to be brought back to Community Resources on 15<sup>th</sup> January.

Following a proposal by Cllr. LMS, seconded by Cllr. RJ it was **RESOLVED** that the meeting should move out of closed session.

**286. Next Meeting**

The Council noted that the next scheduled meeting of the Governance and Finance Committee would take place on 19<sup>th</sup> February 2019.

The Meeting Closed at 9.08pm.

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

Dated \_\_\_\_\_