

Minutes of the Finance & Governance Committee



Held on Monday, 07 July 2025 at 6.30pm
at Stamford Town Hall

Membership

Cllr Allibone	*	Cllr Cooke	*
Cllr Devereux	*	Cllr Rahman	*
Cllr Waples	*	Cllr Wheeler	*
Cllr Winterbourne	A	Cllr Wotherspoon	*

Key: * - Present A - Apologies AB – Absent

Attendees:

Officer: Town Clerk – Sarah Dorson

County/District Councillors: None

Members of the press: None

Members of the public: None

Public Question Time

Nothing to report

FG/25/001-Election of Chair of the Finance & Governance Committee for the Municipal Year 2025–2026

Cllr Kelham Cooke was proposed as Chair

Proposal 1 - It was **RESOLVED** That Cllr Kelham Cooke duly elected as Chair of the Finance & Governance Committee for the Municipal Year 2025 – 2026

Proposed by Cllr Waples		
Seconded by Cllr Wheeler		
In Favour	7	Cllrs Allibone, Cooke, Devereux, Rahman, Waples, Wheeler & Wotherspoon
Against		
Abstentions		
MOTION CARRIED		

FG/25/002-Election of Vice Chair of the Finance & Governance Committee for the Municipal Year 2025-2026

Cllr Anna Wotherspoon was proposed as Vice Chair

Proposal 2 - It was **RESOLVED** That Cllr Anna Wotherspoon duly elected as Vice Chair of the Finance & Governance Committee for the Municipal Year 2025 – 2026

Proposed by Cllr Wotherspoon

Seconded by Cllr Allibone		
In Favour	5	Cllrs Allibone, Cooke, Rahman, Waples, Wheeler & Wotherspoon
Against		
Abstentions	1	Cllr Devereux (C),
MOTION CARRIED		

FG/25/003-Notification of Substitution

None received

FG/25/004-Apologies – To receive and consider for acceptance

Proposal 3 - Apologies with valid reasons for absence were received and it was **RESOLVED** to accept apologies from Cllr Winterbourne

Proposed by Cllr Devereux		
Seconded by Cllr Cooke		
In Favour	7	Cllrs Allibone, Cooke, Devereux, Rahman, Waples, Wheeler & Wotherspoon
Against		
Abstentions		
MOTION CARRIED		

FG /25/005-To receive any Declarations of Interests and Requests for Dispensation

None received

FG /25/006-Exclusion of the Press and Public

No items required for Confidential Session other than agenda item 14

FG/25/007-Appointment of Sub Committee, Advisory Committees or Working Groups

Proposal 4 - It was **RESOLVED** to establish an HR Advisory Committee, to meet monthly on Mondays at 10am, with a maximum membership of five Councillors drawn from the Finance & Governance Committee. The initial appointed members are Councillors Wheeler, Waples, and Wotherspoon.

Proposed by Cllr Wheeler		
Seconded by Cllr Waples		
In Favour	7	Cllrs Allibone, Cooke, Devereux, Rahman, Waples, Wheeler & Wotherspoon
Against		
Abstentions		
MOTION CARRIED		

FG /25/008-Minutes of the Previous Meeting

Proposal 5 - It was **RESOLVED** to confirm and sign the minutes of the meeting of the Finance & Governance Committee held on Monday, 14 April 2025

Proposed by Cllr Devereux		
Seconded by Cllr Wotherspoon		
In Favour	5	Cllrs Allibone, Devereux, Waples, Wheeler & Wotherspoon

Against		
Abstentions		Cllrs Cooke (A) & Rahman (A),
MOTION CARRIED		

FG /25/009-Use of Delegated Powers

Nothing to Report

FG /25/010- Finance & Governance Budget Reports, Committee Budget Reports & Bank Reconciliations

Proposal 6 - It was **RESOLVED** to reallocate funds from General Reserves to cover the outstanding Purchase Order liabilities relating to the unexpected 2024 business rates for the Shack and the RLS toilet water bill covering May 2023 to 2025. This will enable the reinstatement of the Shack Improvement Budget and Youth Service Budget, as previously agreed by Council.

Proposed by Cllr Waples		
Seconded by Cllr Rahman		
In Favour	7	Cllrs Allibone, Cooke, Devereux, Rahman, Waples, Wheeler & Wotherspoon
Against		
Abstentions		
MOTION CARRIED		

Cllr Wheeler left the meeting 6.43pm

FG /25/011-To review Grant funding request received for the 2nd Quarterly Funding Window

Sober Curious Alcohol Group

Members considered a funding request from the Sober Curious Alcohol Group, who submitted an application seeking £750 to support their ongoing activities. Following discussion, it was agreed that the request demonstrated potential community benefit, however, further clarification was required regarding the group's charitable structure, banking arrangements, and its affiliation with Mindspace.

Proposal 7 - It was **RESOLVED** to grant funding to Sober Curious Alcohol Group to support the request for £750 subject to clarification on the charitable setup, Bank statements & link to Mindspace

Proposed by Cllr Devereux		
Seconded by Cllr Cooke		
In Favour	6	Cllrs Allibone, Cooke, Devereux, Rahman, Waples & Wotherspoon
Against		
Abstentions		
MOTION CARRIED		

Stamford Diversity Group CIC

Members considered a funding request from Stamford Diversity Group CIC for £3,000 to support a community project documenting the mutual impact of the Ukrainian community and local residents. The project aims to capture the integration journey through film, focusing primarily on shared cultural activities such as dance and choir. Funding would contribute towards the purchase of video equipment and production costs.

Cllr Wotherspoon proposed to award £1500 to Stamford Diversity Group CIC the proposal was not seconded therefore **FELL**

Proposal 8- It was **RESOLVED** to grant funding to Stamford Diversity Group CIC to approve £1000 grant to be awarded to Stamford Diversity Group CIC

Proposed by Cllr Waples		
Seconded by Cllr Rahman		
In Favour	6	Cllrs Allibone, Cooke, Devereux, Rahman, Waples & Wotherspoon
Against		
Abstentions		
MOTION CARRIED		

FG /25/012-Councillor Training

It was noted that Councillor training will be arranged through the LALC Training Scheme. The Town Clerk is currently awaiting available dates, and details will be circulated to all members once confirmed.

FG /25/013-Policies review

Members received and noted the current policy schedule, including the list of policies requiring review, updates, or creation. It was agreed that the Town Clerk will prepare initial drafts of the relevant policies and circulate them to the committee in due course for review and feedback prior to submission to Full Council for approval.

FG /25/014-Exclusion of the Press and Public

Proposal 9 - It was **RESOLVED** to enter into a confidential session.

Proposed by Cllr Cooke		
Seconded by Cllr Waples		
In Favour	6	Cllrs Allibone, Cooke, Devereux, Rahman, Waples & Wotherspoon
Against		
Abstentions		
MOTION CARRIED		

7.29pm – The meeting continued in Closed Session
Minutes arising from confidential item:

Confidential Officer report was received and **NOTED**.

Proposal 10 - It was **RESOLVED** that the Town Clerk be granted delegated authority to manage all routine staffing matters, including flexible working requests, probation reviews, and minor complaints or grievances, in accordance with Council policies, procedures, and employment law.

Proposed by Cllr Waples		
Seconded by Cllr Wotherspoon		
In Favour	6	Cllrs Allibone, Cooke, Devereux, Rahman, Waples & Wotherspoon
Against		
Abstentions		
MOTION CARRIED		

Proposal 11 - It was **RESOLVED** that a call-out fee of £30 be paid to staff attending out-of-hours alarm activations or emergencies, in addition to time off in lieu (TOIL) for the hours worked.

Proposed by Cllr Cooke		
Seconded by Cllr Waples		
In Favour	6	Cllrs Allibone, Cooke, Devereux, Rahman, Waples & Wotherspoon
Against		
Abstentions		
MOTION CARRIED		

8.07pm – Meeting resumed in Open Session.

FG /25/015-Closure

There being no further business, the meeting was closed at 8.07pm

Date of next meeting – Monday, 04 August 2025

These minutes are subject to confirmation at the next meeting.

Signed on behalf of the Town Council as a true record of the meeting.

Signature

Date