

**BARTON-UPON-HUMBER TOWN COUNCIL**  
**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING**  
**held at Assembly Rooms Queen Street, Barton**  
**MONDAY 30<sup>th</sup> March 2026 at 6.30pm**

Councillors Present: Cllr N Pinchbeck (Chair), Cllr B Troop, Cllr C Patterson, Cllr N Jacques and Cllr L Bennet,

Also In attendance: V Haines (Town Clerk/RFO)

Members of public: None present

477. **Apologies for Absence**

Apologies received by Cllr P Vickers

478. **Declarations of Interest / Dispensations – None received or declared**

479. **To consider adopting the Assembly rooms hire document including charges**

Actions for the Clerk:

- Review the hirer's insurance policy, particularly for bookings where no staff are present
- Confirm the building's capacity with the Fire Brigade
- Liaise with Cllr N. Pinchbeck to incorporate additional costings for use by both businesses and community groups
- Update policy to reflect that the council will not accept any evening bookings until further notice
- Explore the option of installing an alarm or flashing light on the fire door to alert the hirer when it is opened

480. **To consider approving the following risk assessments**

- a. Assembly Rooms - hire facility
- b. Assembly Rooms - Office
- c. Handyman
- d. Street Market

**Proposed: Cllr N Jacques, Seconded: Cllr N Pinchbeck**

**Resolved:** That the council unanimously resolved to approve the risk assessments subject to some minor amendments

481. **To discuss the Youth Club**

**Resolved:** That the council discussed the youth club and the committee asked for the Clerk to attend with Cllr A Watson if possible

482. **To approve the following council policies**

**Proposed: Cllr B Troop, Seconded: Cllr N Pinchbeck**

**Resolved:** That the council unanimously resolved to adopt the Complaints Policy

**Proposed: Cllr N Jacques, Seconded: Cllr N Pinchbeck**

**Resolved:** That the council unanimously resolved to adopt the Publication Scheme

**Proposed: Cllr N Pinchbeck, Seconded: Cllr B Troop**

**Resolved:** That the council unanimously resolved to adopt the IT Policy

**Proposed: Cllr B Troop, Seconded: Cllr N Jacques**

**Resolved:** That the council unanimously resolved to adopt the Grant Awarding Policy subject to additional information to be included under the ‘What happens next’ Section

**Proposed: Cllr B Troop, Seconded: Cllr N Jacques**

**Resolved:** That the council unanimously resolved to adopt the Risk Management Policy

**Meetings closed: 19:26**

..... Chairman  
30<sup>th</sup> March 2026