

**MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE MEETING HELD AT COURT FIELDS SCHOOL, MANTLE STREET, WELLINGTON, TA21 8SW ON MONDAY 4 OCTOBER 2021 AT 5.45 PM**

**PRESENT:** Councillor M Lithgow (Mayor),  
Councillors M Barr, A Govier, M McGuffie, S Pringle-Kosikowsky, V  
Stock-Williams and J Thorne

**IN ATTENDANCE:** David Farrow (Town Clerk), Annette Kirk (Deputy Clerk), Alice Kendall  
(Deputy RFO & Assistant Clerk)  
1 member of the press

**250 APOLOGIES**

Apologies were received and accepted from Councillors Bradley and Lloyd.

**251 DECLARATIONS OF INTEREST**

Councillor Govier has a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being former customers of the company.

Councillor Thorne has a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being a personal friend of the company owner. In addition, he declared a personal in item 6c (income) has his daughter had paid for the use of the Pop Up Shop.

Councillor Lithgow declared a prejudicial interest in item 7 as a director of WHERE.

**252 MINUTES**

**RESOLVED** to approve and formally adopt the minutes of the Finance meeting held on 6 September 2021.

**253 PUBLIC PARTICIPATION**

No members of the public were present.

**254 GRANTS**

No application had been received since the last meeting

**(a) Grants Summary**

Grants paid in the 2021-22 year listed below were noted.

	£
Wellington Mills CIC	2,500.00
Transition Town Wellington	1,446.17
Life Education Wessex	860.00
Churches Together (Howard Rd)	100.00
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<b>Total</b>	<b>£ 4,906.17</b>

**255 ACCOUNTING STATEMENTS**

**(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 28 SEPTEMBER 2021**

**RESOLVED** to note and approve the bank reconciliation.

**(b) TO NOTE AND APPROVE EXPENDITURE FOR 1 - 28 SEPTEMBER 2021**

**RESOLVED** to note and approve the expenditure report.

**(c) TO NOTE AND APPROVE INCOME RECEIVED FOR 1 - 28 SEPTEMBER 2021**

**RESOLVED** to note and approve the income report.

**(d) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET FOR THE 2021-22 YEAR AS AT 28 SEPTEMBER 2021**

**RESOLVED** to note and approve the budget report.

At this juncture, Councillor Lithgow left the meeting as he had declared a prejudicial interest in the next item. The Deputy Mayor, Councillor Stock-Williams took the chair.

**256 SERVICE LEVEL AGREEMENTS**

The Council's 3-year SLA with WHERE for £2,000 per year came to an end in the last financial year. The organisation had approached the Council to apply for a new agreement. They submitted a grant application form to seek funding of £2,500 per year. The application form and supporting documents were circulated to Councillors by e-mail. The draft agreement was also attached to the agenda.

**RECOMMENDED** to Full Council that a new 3 year agreement be entered into with WHERE granting payment of £2,500 per year. Before signing the agreement, the Deputy RFO will check that their Annual Report contains figures of hours provided and number of people who used the service. It was also confirmed that the new template for SLAs requires more in-depth monitoring and that the payment process carried out by Officers had changed slightly to ensure this is kept up.

**There being no further business, the meeting closed at 5.58 pm.**

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**Councillor Mark Lithgow**  
**Mayor**