

**MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE MEETING HELD AT
COURT FIELDS SCHOOL, MANTLE STREET, WELLINGTON, TA21 8SW ON MONDAY
1 NOVEMBER 2021 AT 6.00 PM**

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

IN ATTENDANCE: David Farrow (Town Clerk), Annette Kirk (Deputy Clerk), Alice Kendall
(Deputy RFO), Rebecca Hunt (Admin Assistant)
1 member of the press
1 member of the public

309 APOLOGIES

Apologies were received and accepted from Councillors Bradley and Pringle-Kosikowsky.

310 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.

311 MINUTES

RESOLVED to approve and formally adopt the minutes of the Finance meeting held on 4 October 2021.

312 PUBLIC PARTICIPATION

No members of the public wished to speak.

313 GRANTS

(a) Applications

i. **Wellington Cricket Club** – An application had been received from Wellington Cricket Club for the amount of £876 for their annual indoor youth coaching sessions. The Application and supporting documents were circulated to Councillors by e-mail.

RECOMMENDED to Full Council that a grant of £876 be awarded.

ii. **Skintight Samba** – An application had been received from Skintight Samba seeking £1,040 to fund church hall hire and teaching fees for beginners' sessions. The Application and supporting documents were circulated to Councillors by e-mail.

RECOMMENDED to Full Council that a grant of £1,040 be awarded.

(b) Review of policy and application form

The current policy and application form were circulated with the agenda, it is **RECOMMENDED** to Full Council that several amendments be made to the Policy, application form and Terms of Reference;

- Policy;
 - 2.1 'those who seek to reduce carbon emissions'
 - 3.7 'However, activities that promote religious beliefs will not be considered'
 - 4.5 'If not previously submitted'
 - 4.6 typo fix, remove 'to be'
 - 5.1 'Project does not increase carbon emissions'
 - 7.1 Change payment type to BACS
 - 8.1 change first bullet to read 'assets/services' and 'acquired/provided'
 - 8.1 new bullet; 'agrees to abide by the Council's Carbon Neutrality policy'
 - 10.1 change item as bi-monthly reports are no longer published in the Edge. Information shall instead be reported on the Council's website and social media
- Application Form;
 - Section C – insert question to ask how the Organisation is reducing or making sure it is not adding to carbon emissions.
- Terms of Reference;
 - Revise to allow the Committee to grant amounts of up to £3,000 without making recommendations to Full Council.

Updated documents will be drafted and circulated with the Full Council agenda for the December meeting.

(c) 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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Total	£ 4,906.17

314 ACCOUNTING STATEMENTS

(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 25 OCTOBER 2021

RESOLVED to note and approve the bank reconciliation.

(b) TO NOTE AND APPROVE EXPENDITURE FOR 29 SEPTEMBER – 25 OCTOBER 2021

RESOLVED to note and approve the expenditure report.

(c) TO NOTE AND APPROVE INCOME RECEIVED FOR 29 SEPTEMBER – 25 OCTOBER 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 25 OCTOBER 2021

Councillor Thorne queried the amount spent on the ‘Welly Welcome Weekend’ under the Emergency High Street Fund. The Deputy Clerk will forward a breakdown to Councillors.

RESOLVED to note and approve the budget report.

315 TO CONSIDER ITEMS FOR 2022/23 BUDGET

A working first draft of the Budget was distributed to Councillors. The Committee were asked to consider what items it would like included in the new budget and were reminded that suggestions should be e-mailed to the Clerk or Deputy RFO. Following the discussions on the Grant Policy, it was agreed that a £15,000 budget should be added for Grant applications to support organisations working towards the reduction of carbon emissions and carbon neutrality. This will be recommended to the informal meeting to be held on 15th November.

There being no further business, the meeting closed at 6.30 pm.

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**Councillor Mark Lithgow
Mayor**