

**MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE MEETING HELD AT UNITED REFORMED CHURCH HALL, FORE STREET, WELLINGTON TA21 8AG ON MONDAY 6 JUNE 2022 AT 5.30 PM**

**PRESENT:** Councillor M Lithgow (Mayor),  
Councillors M Barr, Z Barr, S Booker, A Govier (from minute 50), J Lloyd, M McGuffie, N Powell-Brace (from minute 51), and J Thorne

**IN ATTENDANCE:** Councillors Canham and Wheatley  
David Farrow (Town Clerk), Annette Kirk (Deputy Clerk), Alice Kendall (Deputy RFO) and Rebecca Hunt (Administration Assistant)  
3 members of the public

**45 TO CONFIRM THAT THE MAYOR BE ELECTED AS CHAIRMAN FOR THE FORTHCOMING YEAR**

**RESOLVED** that the Mayor be confirmed as Chairman as per terms of reference.

**46 APOLOGIES**

Apologies were received from Councillor Powell-Brace who arrived part way through the meeting.

**47 DECLARATIONS OF INTEREST**

Councillors J Lloyd and A Govier have standing personal interest declarations 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.

**48 PUBLIC PARTICIPATION**

Members of the Carnival Committee were present to answer questions on their grant application.

**49 REVIEW OF TERMS OF REFERENCE**

**RESOLVED** to recommend to Full Council that the updated Terms of Reference be accepted as presented.

At this juncture, Councillor A Govier arrived at the meeting.

**50 GRANTS**

**(a) Applications**

- i. **Life education Wessex & Thames Valley** – an application had been received requesting £555 to contribute to the yearly 'Helping Children Make Healthy Choices' programme. The application form and supporting documents were forwarded to Councillors by e-mail.

**RESOLVED** to award £555 to Life Education Wessex & Thames Valley.

- ii. **Wellington Carnival** – The newly re-formed carnival committee submitted an application for £5,000 to implement the 2022 event. The application form and supporting documents were forwarded to Councillors by e-mail.

**RESOLVED** to suspend Standing Orders to allow the applicant to answer questions from Councillors.

**RESOLVED** to re-instate Standing Orders.

Councillors voiced concerns about the current constitution of the Committee as they are registered as a limited company but were also mindful that the Carnival is an asset to the Town. It was therefore **RESOLVED** and recommended to Full Council that the Council pay invoices on the Carnival Committee's behalf against those items detailed in the grant application. This responsibility will be delegated to Officers. A spending limit of £5,000 will be set aside with a dedicated budget line added to the monthly reports. This amount will be a one-off draw down from reserves and will not form part of the Council's ongoing budget for the purpose of setting the precept. Invoices for payment and spend against the budget will be reported to the Finance Committee in the normal way each month.

- iii. **Wellington Wellbeing Children and Young People Committee** – Run by the local policing team, an application had been received requesting £1,700 to contribute towards the Resilience Voyage package of workshops and The Drugs Bus at Wellington events. The application form has been forwarded to Councillors by e-mail.

**RESOLVED** to award £1,700 to the Wellington Wellbeing Children and Young People Committee.

**(b) Feedback from those unable to attend the Annual Parish Meeting**

- i. Skintight Samba (attached)
- ii. Howard Road Funday (attached)
- iii. Wellington Basins Volunteer Group (attached)
- iv. Life Education Wessex (attached)

The feedback was noted.

At this juncture, Councillor Powell-Brace arrived at the meeting.

**51 UPDATE ON SERVICE LEVEL AGREEMENTS**

**(a) Payment of 2022-23 funding**

- i. Citizen's Advice Taunton - £5,000 (payment 2 of 3)  
Note: a full report has been circulated to Councillors by e-mail
- ii. Reminiscence Learning - £4,500 (payment 2 of 3)
- iii. Wellington Community Counselling - £12,000 (payment 3 of 3)

The payments for the 22-23 year were noted. It was also noted that this did not preclude the Council increasing payment amounts during the year if it agreed to do so.

**(b) To receive an update on WHERE**

The Clerk reported that sadly, WHERE was being wound up and will no longer operate. It is understood that the last payment (which was in the previous financial year) has been spent accordingly and a final report is awaited from the CEO.

**52 ACCOUNTING STATEMENTS**

- (a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 25 MAY 2022**
- (b) TO NOTE AND APPROVE EXPENDITURE FOR 10 – 25 MAY 2022**
- (c) TO NOTE AND APPROVE INCOME RECEIVED FOR 10 – 25 MAY 2022**
- (d) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET FOR THE 2022-23 YEAR AS AT 25 MAY 2022**

**RESOLVED** to note and approve the accounting statements.

**53 UPDATE ON BANKING PROVISIONS**

**RESOLVED** to accept the officer’s recommendations as set out in the report. It is therefore recommended to Full Council that the following new accounts be opened with the balances detailed and that the signatories will be as agreed at the Annual Council Meeting i.e., the Town Clerk (David Farrow), Deputy RFO (Alice Kendall), Mayor (Cllr Mark Lithgow), Deputy Mayor (Cllr Nancy Powell-Brace) and Cllr A Govier. The mandate shall require three signatures for withdrawals comprising of one Officer and two Councillors.

- Hampshire Trust Bank – 1 Year Business Bond - £250,000
- Teachers Building Society – Charity & Community Saver 90 - £100,000
- Unity Trust Bank – Business Saver - £100,000

Councillor Thorne praised the Deputy RFO for their work on this noting that the income from interest was now equivalent to the Promoting Wellington budget line.

**There being no further business, the meeting closed at 6.08 pm.**

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