



## WELLINGTON TOWN COUNCIL FINANCE MEETING

Dear Councillors,

You are hereby summoned to attend the following meeting:

<b>Meeting</b>	<b>Finance Committee</b>
Time	5.30 pm
Date	16 May 2023
Place	United Reform Church Hall, Fore Street, Wellington TA21 8AG

...

Councillors will be discussing all the items listed on the attached Agenda and minutes will be available online after the meeting.

David Farrow  
Town Clerk  
07983 697740  
[townclerk@wellingtontowncouncil.co.uk](mailto:townclerk@wellingtontowncouncil.co.uk)

10 May 2023

Committee Membership: Councillors M Barr, A Govier, M Lithgow, J Lloyd, M McGuffie, and J Thorne (three vacancies)

## AGENDA

### 1 TO APPOINT A CHAIRMAN FOR THE FORTHCOMING YEAR

As per the Committee's Terms of Reference, the Mayor will be appointed Chairman of the Committee at its first meeting following the Annual Meeting of the Council unless a motion is passed to the contrary.

### 2 APOLOGIES

### 3 DECLARATIONS OF INTEREST

Councillors A Govier and J Lloyd have 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.

### 4 PUBLIC PARTICIPATION

Public Attendance: For those members of the public who wish to ask a question or make a statement a three-minute time limit applies to each speaker.

N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119

### 5 MINUTES

To approve and sign the minutes of the meeting held 17 April 2023 (attached).

### 6 TO REVIEW TERMS OF REFERENCE

The Committee's current Terms of Reference are attached. They should be reviewed, and any changes be recommended to the next Full Council Meeting.

### 7 TO REVIEW DATES AND TIMES OF MEETINGS

At the Annual Council Meeting, it was decided that each Committee should review the frequency, dates and times of their meetings. The Finance committee needs to meet monthly to approve payment schedules etc. On the draft calendar, it is proposed to hold the meetings immediately prior to other Committees, either Town Centre or Policy & Resources on the 2<sup>nd</sup> Tuesday of the Month. The timing will depend on the size of the agenda but would be approx. 5.30pm (before Town Centre) or 3.30pm (before Policy & Resources). These Committees will also be carrying out a similar review so these timings may be subject to change. There are 3 Councillors who are members of both Finance and Town Centre, and 5 Councillors who are members of both Finance and Policy & Resources.

### 8 ACCOUNTING STATEMENTS

(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 9 MAY 2023 (attached)

(b) TO NOTE AND APPROVE EXPENDITURE FOR 11 APRIL – 9 MAY 2023 (attached)

(c) TO NOTE AND APPROVE INCOME RECEIVED FOR 11 APRIL – 9 MAY 2023 (attached)

(d) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET FOR THE 2022-23 YEAR AS AT 9 MAY 2023 (attached)

### 9 GRANTS

#### (a) Applications

- i. **Whirlwinds Academy** – the organisation is applying for a grant of £3,362.22 for their Accessibility & Disability Project. The application form and supporting documents have been circulated to Councillors by e-mail.

**10 YEAR END ACCOUNTS & AUDIT**

To review and recommend to Full Council the following.

- (a) Internal Auditors Report 2022/23 (attached with notes from Officers added)**
- (b) Draft copy of Sections 1 and 2 of the AGAR 2022/23 (attached)**
- (c) Draft Summary of Funds Report (attached)**
- (d) Draft Notice of Exercise of Public Rights (attached)**

David Farrow  
Town Clerk  
10 May 2023