

**MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE COMMITTEE MEETING HELD
AT UNTIED REFORMED CHURCH HALL ON TUESDAY 12 MARCH 2024 AT 5.30PM**

PRESENT: Councillor M Lithgow (Chair),
Councillors M Barr, J Cole, A Govier (from 494), C Govier, M Lithgow, M
McGuffie and J Thorne

IN ATTENDANCE: Alice Kendall – Deputy Clerk/Deputy RFO
Annette Kirk – Assets & Events Officer
One member of the press

542 APOLOGIES

No Apologies had been received.

543 DECLARATIONS OF INTEREST

Councillors Lloyd and A Govier have a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being a former customer 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.

544 PUBLIC PARTICIPATION

No members of the public were present.

545 MINUTES

RESOLVED to approve and sign the minutes of the meeting held on 21 February 2024.

546 ACCOUNTING STATEMENTS

a. TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 5 MARCH 2024

RESOLVED to note and approve the bank reconciliation as presented.

b. TO NOTE AND APPROVE EXPENDITURE FOR 15 FEBRUARY – 5 MARCH 2024

RESOLVED to note and approve the expenditure as presented.

c. TO NOTE AND APPROVE INCOME RECEIVED FOR 15 FEBRUARY – 5 MARCH 2024

RESOLVED to note and approve the income as presented.

d. TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET AT 5 MARCH 2024

RESOLVED to note and approve the budget report as presented.

547 GRANTS

As per members request at the last meeting, a more general discussion on the administration of the grants policy took place. It was **RESOLVED** that, going forward, applications will be considered quarterly with appropriate windows for applications to be made being added to the Policy. It was further agreed that notes on what the finance committee can approve (i.e. up to £3,000) will be added to the guidance notes.

During this item, Councillor A Govier arrived at the meeting but did not vote in the above resolution.

(a) Annual Review of Policy, Application Form and Guidance Notes

These documents will be updated and brought back to the next meeting for review and approval.

(b) Applications

- i. **Somerset Bus Partnership** – this application was delayed and will be considered at a future meeting.

(c) Summary

The Summary of grants paid in the current financial year was noted.

548 REVIEW OF DIRECT DEBITS, STANDING ORDERS AND FEES AND CHARGES

RESOLVED to note and approve the schedule circulated with the agenda, as well as the creation of the three new standing orders as follows

- H T Perry - £500 – Pop Up Rent
- W T Consultancy - £150 – H&S Advisors
- Wellington Self Storage - £140 – Storage Unit

549 PROVISION FOR TAKING CARD PAYMENTS

RESOLVED to purchase two devices from SumUp – Solo option for portable usage and Air+ for office usage.

There being no further business the meeting closed at 6.05 pm

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