



## WELLINGTON TOWN COUNCIL FINANCE MEETING

Dear Councillors,

You are hereby summoned to attend the following meeting:

<b>Meeting</b>	<b>Finance Committee</b>
Time	3.00 pm
Date	Wednesday 17 April 2024
Place	United Reformed 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  
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[townclerk@wellingtontowncouncil.co.uk](mailto:townclerk@wellingtontowncouncil.co.uk)

11 April 2024

Committee Membership: Councillors M Barr, J Cole, A Govier, C Govier, M Lithgow, J Lloyd, M McGuffie, and J Thorne (one vacancy)

# AGENDA

## 1 APOLOGIES

## 2 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.

## 3 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

## 4 MINUTES

To approve and sign the minutes of the meeting held on 12 March 2024 (attached).

## 5 ASSET REGISTER

Following the purchase of 28-30 Fore Street, the Asset Register has been updated and is attached for approval. The updated total is required for the AGAR and feeds into item 6(d) below.

## 6 YEAR END ACCOUNTING STATEMENTS 2023-24

(a) BANK RECONCILIATION AS AT 31 MARCH 2024 (attached)

(b) DRAFT INCOME AND EXPENDITURE ACCOUNT (attached) \*

(c) YEAR END RESERVES REPORT (attached)

(d) DRAFT AGAR ACCOUNTING STATEMENTS (attached) \*

(e) DRAFT RECONCILIATION OF BOX 7 & 8 INCLUDING ADJUSTMENT DETAILS (attached) \*

(f) DRAFT FINAL POSITION OF INCOME AND EXPENDITURE AGAINST THE BUDGET 2023-24 (attached) \*

\*These items may be subject to change and will be reviewed by the Internal Auditor at his visit scheduled for 22<sup>nd</sup> April. The year end accounting and audit report has to be signed off by Full Council and will be presented to the meeting due to be held 1<sup>st</sup> May 2024.

## 7 ACCOUNTING STATEMENTS

(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 10 APRIL 2024 (attached)

(b) TO NOTE AND APPROVE EXPENDITURE FOR 6 - 31 MARCH 2024 (attached)

(c) TO NOTE AND APPROVE EXPENDITURE FOR 1 – 10 APRIL 2024 (attached)

(d) TO NOTE AND APPROVE INCOME RECEIVED FOR 6 - 31 MARCH 2024 (attached)

(e) TO NOTE AND APPROVE INCOME RECEIVED FOR 1 – 10 APRIL 2024 (attached)

(f) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET FOR THE 2024-25 YEAR AS AT 10 APRIL 2024 (attached)

## 8 GRANTS

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

As per resolutions made at the previous meeting, the updated documents are attached for review and recommendation to Full Council for acceptance.

### (b) Applications

- i. **Best Before Food Store** – the organisation has applied for a grant of £2,000 for ongoing costs. The application form and supporting documents have been circulated by e-mail.
- ii. **Wellington Bus User Group (Somerset Bus Partnership)** - the organisation has applied for a grant of £420 for printing and event costs. The application form and supporting documents have been circulated by e-mail.
- iii. **Wellington Carnival Committee** - the organisation has applied for a grant of £2,300 for various items. The application form and supporting documents have been circulated by e-mail.
- iv. **Wellington Majorettes** - the organisation has applied for a grant of £1,500 for uniform costs. The application form and supporting documents have been circulated by e-mail.

## 9 SERVICE LEVEL AGREEMENTS (SLA)

### (a) To Note the Summary of SLA payments for 2024-25 (attached)

Payments due in April will be added to the payment run next due after the meeting.

### (b) Reminiscence Learning

A paper is attached for consideration.

## 10 REQUEST FOR FUNDING

Correspondence from Beech Grove Primary School is attached for consideration. They are seeking funding to enable them to offer their Breakfast Club scheme to all pupils. They have included breakdown costs for information. The scheme previously received £3,720 from the Town Council's Cost of Living funding in the 22-23 financial year. The balance of this reserve for the 24-25 year is currently £20,000.