

MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE COMMITTEE MEETING HELD AT UNTIED REFORMED CHURCH HALL ON WEDNESDAY 17 APRIL 2024 AT 3.00PM

PRESENT: Councillor M Lithgow (Chair),
Councillors M Barr, J Cole, A Govier (from 604 b iii), C Govier, J Lloyd, M McGuffie and J Thorne

IN ATTENDANCE: Alice Kendall – Deputy Clerk/Deputy RFO
David Farrow – Town Clerk
One member of the press
Seven members of the public

597 APOLOGIES

It was reported that Councillor A Govier would be arriving late to the

598 DECLARATIONS OF INTEREST

Councillors Lloyd has a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being a former customer of the company. Also, a personal interest as a director of SALC.

Councillor A Govier has 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.

Councillor M Lithgow declared a personal interest in agenda item 10 as a governor of Beech Grove Primary School.

599 PUBLIC PARTICIPATION

The members of the public present were representatives of grant applicants, the Chair will suspend standing orders at the appropriate times.

600 MINUTES

RESOLVED to approve and sign the minutes of the meeting held on 12 March 2024 after adding Councillor J Lloyd to the list of those present.

601 ASSET REGISTER

Following the purchase of 28-30 Fore Street, the Asset Register has been updated and was circulated for approval. **RESOLVED** to approve the updated asset register.

602 YEAR END ACCOUNTING STATEMENTS 2023-24

The following were presented in draft form and duly noted. It was further noted that figures may be subject to change and that the Internal Auditor's visit is scheduled for 22nd April.

- (a) Bank reconciliation as at 31 March 2024
- (b) Draft income and expenditure account
- (c) Year end reserves report
- (d) Draft agar accounting statements
- (e) Draft reconciliation of box 7 & 8 including adjustment details

(f) Draft final position of income and expenditure against the budget 2023-24

603 ACCOUNTING STATEMENTS

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

RESOLVED to approve the bank reconciliation.

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

RESOLVED to note an approve the expenditure.

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

RESOLVED to note an approve the expenditure.

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

RESOLVED to note an approve the income.

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

RESOLVED to note an approve the income.

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

RESOLVED to note an approve the budget report.

604 GRANTS

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

As per the previous meeting, an updated draft of the policy had been circulated with the agenda. A further copy was provided by e-mail by the Deputy Clerk following comments from Councillors.

RESOLVED to recommend to Full Council that the second updated version of the policy be adopted with grant applications being reviewed in April, July, October & January. All annual information will be provided on the Website or ease of updating.

(b) Applications

i. **Best Before Food Store** – the organisation had applied for a grant of £2,000 for ongoing costs. The application form and supporting documents were circulated by e-mail.

RESOLVED to suspend standing orders to allow the applicant to answer questions.

Standing Orders were re-instated.

It was proposed that £2,000 be awarded, the majority voted against, the motion was not carried.

It was **RESOLVED** to award a grant of £1,500.

- ii. **Wellington Bus User Group (Somerset Bus Partnership)** - the organisation had applied for a grant of £420 for printing and event costs. The application form and supporting documents were circulated by e-mail.

RESOLVED to suspend standing orders to allow the applicant to answer questions.

Standing Orders were re-instated.

RESOLVED to award a grant of £420.

- iii. **Wellington Carnival Committee** - the organisation had applied for a grant of £2,300 for various items. The application form and supporting documents had been circulated by e-mail.

RESOLVED to suspend standing orders to allow the applicant to answer questions.

Standing Orders were re-instated.

It was proposed and seconded that £2,300 be awarded. The majority voted against, and the motion was not carried.

It was **RESOLVED** that £1,000 of funding be provided as per the budget line. With the Council paying agreed invoices directly in line with previous agreements.

During this item, Councillor A Govier arrived at the meeting.

- 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.

RESOLVED to award a grant of £1,500.

605 SERVICE LEVEL AGREEMENTS (SLA)

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

The Summary of payments was noted.

(b) Reminiscence Learning

After some discussion, it was **RESOLVED** that a full review should be carried out. It was noted that a committee review was being considered at the Policy and Resources meeting directly following this meeting and that an SLA working group was proposed. It was agreed that, if agreed, the required set up should be done at the Annual Meeting on 1st May to allow the group to meet quickly with Reminiscence Learning.

606 REQUEST FOR FUNDING

Correspondence from Beech Grove Primary School was circulated for consideration. They were seeking funding to provide morning food to all pupils for the remainder of the academic year and all of the following year..

RESOLVED to suspend standing orders to allow the applicant to answer questions.

Standing Orders were re-instated.

It was proposed that the full request be awarded. There was no seconder.

RESOLVED to award funding for to the end of July 2024 (£2,842.50), with a review in late June to assess and provide clarification on funding for the following academic year. Councillors Cole and Govier will form a group with the Deputy Clerk and the One Team Coordinator to carry out the review and look at a possible town wide initiative.

There being no further business the meeting closed at 4.25 pm

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