

**MINUTES OF THE WELLINGTON TOWN COUNCIL POLICY AND FINANCE COMMITTEE
MEETING HELD AT UNTIED REFORMED CHURCH HALL ON MONDAY 9 SEPTEMBER 2024
AT 6.00PM**

PRESENT: Councillor M Lithgow (Chair),
Councillors a Govier, C Govier, J Lloyd, S Pringle-Kosikowsky, and J Thorne.

IN ATTENDANCE: Councillor K Wheatley
David Farrow – Town Clerk
Alice Kendall – RFO/Deputy Clerk
One member of the press

250 APOLOGIES

Apologies had been received from Councillors J Cole and S Mercer.

251 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 J Thorne has a standing personal interest declaration relating to MTMIT, the Council’s IT consultant, being a friend of the company owner.

252 PUBLIC PARTICIPATION

No members of the public were present.

253 MINUTES

RESOLVED to approve and sign the minutes of the Policy and Finance Committee held on 12 August 2024.

254 ACCOUNTING STATEMENTS

(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 2 SEPTEMBER 2024

RESOLVED to approve the bank reconciliation.

(b) TO NOTE AND APPROVE EXPENDITURE FOR 7 AUGUST – 2 SEPTEMBER 2024

RESOLVED to note and approve the expenditure.

(c) TO NOTE AND APPROVE INCOME RECEIVED FOR 7 AUGUST – 2 SEPTEMBER 2024

RESOLVED to note and approve the income.

(d) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET FOR THE 2024-25 YEAR AS AT 2 SEPTEMBER 2024 (attached)

RESOLVED to note and approve the budget report.

255 FINANCIAL REGULATIONS

Following review at the last meeting, an updated draft document was circulated with the agenda for final review and recommendation to Full Council for adoption.

RESOLVED to recommend to Full Council that Financial Regulations be adopted as amended.

256 REFERENCE REQUEST

The Committee considered a request from Wellington Community Counselling.

RESOLVED to provide the reference relating to the organisation’s SLA and that in future, staff may have delegated authority to provide such references.

257 DEVOLUTION UPDATE

(i) To consider and note the list of assets under consideration provided by Somerset Council

The list of assets was noted as circulated. The Clerk reported that the Devolution Working Group is reviewing each land title and assessing the possible complications with each. Some will be identified as simple transfers that may be able to be processed with a ‘light touch’ approach. It was further reported that the Surveyor appointed by the Town Council had carried out the site visits and the reports were awaited. Some issues have been reported to Somerset Council already given the level of severity. Councillors A Govier and J Lloyd reported that they will be undertaking a review of the Toilets in the town following the report from Healthmatic.

(ii) To consider the detail of the Enhanced Highways Maintenance programme received from Somerset Council and how it might be applied in the town

Councillors discussed the information circulated and expressed frustration in the lack of supporting background information such as existing maintenance schedules and dates that certain tasks were carried out. It was agreed that given what is included in the day rate works, it was likely that it would be more efficient for the Town Council’s Open Spaces team to pick up these tasks. The Town Clerk reported that more information on specialist services such as gully cleansing has been requested.

It was further agreed that, in the first instance, a budget line should be included in the 25/26 budget informed by 1 week of work based on the prices quoted, i.e. five weekdays, one Saturday and one Sunday. Total £5,137.68.

(iii) To be briefed on work on internal systems and processes required arising from devolution e.g. insurance, health and safety, risk management etc.

The Clerk reported that Staff are ensuring all aspects impacted by the devolution of assets and services are being addressed. The Council’s Health & Safety consultants are reviewing all risk assessments and advising on required protocols.

There being no further business the meeting closed at 6.45 pm

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