

LEOMINSTER TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held on Monday 27th June 2016 commencing at 19:00 hours in the Council Offices, 17 West Street, Leominster HR6 8EP.

MEMBERS PRESENT: Councillors Marsh (Chair), Gibson (Vice Chair), Bartlett, Evans, Mifflin, Norman, A Pendleton, R Pendleton, Rosser and Rumsey.

OFFICER PRESENT: Town Clerk.

ALSO PRESENT: One member of the public and Cllr Thomas.

FG01/16 ELECTION OF CHAIR

Nominations were invited for the position of Chair of the Committee.

Cllr Marsh was proposed by Cllr Norman and seconded by Cllr Bartlett. There being no other nominations, Cllr Marsh was formally elected Chair of the Finance & General Purposes Committee.

FG02/16 ELECTION OF VICE CHAIR

Nominations were invited for the position of Vice-Chair of the Committee.

Cllr Gibson was proposed by Cllr Marsh and seconded by Cllr R Pendleton. There being no other nominations, Cllr Gibson was formally elected Vice-Chair of the Finance & General Purposes Committee.

FG03/16 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Freedland (work).

FG04/16 DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

- Cllr Norman: Chair of Shopmobility.

FG05/16 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

FG06/16 QUESTIONS FROM THE PUBLIC

The following representation was received:

- Cllr Thomas provided some additional background information on the request under grants to allocate £400 for a cabinet for the new defibrillator, which had been secured at no cost to the Council and would be erected outside 11 Corn Square following purchase.

FG07/16 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Finance Committee meeting held on 18th April 2016 be agreed and signed as a correct record.

FG08/16 FINANCIAL AND COMMITTEE MATTERS

- (a) **Financial Report** – Committee considered the financial report from April to June 2016. Following discussion and clarifications, it was **RESOLVED**:
- That the report be noted;
 - That the cheque payments made to date amounting to £121,329.79, inclusive of VAT, be ratified;
 - That a sum of £1,000 be allocated from the Highways budget to help subsidise the replacement 427 bus service to be provided by Community Wheels.

Committee noted that the revised accounting system was still being developed and progress had been held up, due to a number of accounting complications relating to the TIC. A full Quarter One report would be presented to Full Council at its meeting on 25th July 2016.

- (b) **Outstanding Accounts for Payment** – There were no outstanding accounts for payment presented to Committee.

- (c) **Committee Report** – Committee considered the Committee report which provided an update on issues relating to the Town Council. Following discussion, it was **RESOLVED**:
- That the report be noted;
 - That the implications of Herefordshire Council's medium term financial plan on the Town Council be monitored;
 - That the three proposed public realm development stages be adopted;
 - That the two County MPs be contacted to ensure that future funding opportunities in the County are not lost following the exit from the European Union;
 - That five new Past Mayor badges be ordered from Vaughtons at a cost of £546.85 + VAT;
 - That 10 Civic Award badges be purchased at a cost of £412.50 + VAT;
 - That 46 photo ID badges be ordered at a cost of £195.72;
 - That costs be obtained to purchase Leominster Town Councillor badges to enable identification at events;
 - That a Task & Finish Group be set up to develop regular Town Council consultation events throughout the year;
 - That Cllrs Bartlett, Evans and A Pendleton be appointed to the Consultation Task & Finish Group;
 - That the Health & Safety (Display Screen Equipment) Policy be adopted subject to the deletion of the bifocal/varifocal lenses option, Users to include volunteers, members and employees of the Town Council, and further advice from Council's HR Consultants, Ellis Whittam being obtained.

FG09/16 CONFIDENTIAL ITEMS

As certain items were expected to include the consideration of exempt information and the Finance & General Purposes Committee **RESOLVED**

that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

(a) **Grant Applications** – Committee considered the Grant Report and, following discussion, **RESOLVED:**

- That the report be noted;
- That the following grants be awarded:
 - Leominster Tennis Club: £450
 - Friends of Leominster Library: £578
 - Leominster Shopmobility: £1,500
 - Defibrillator cabinet: £400.
- That the following shop front grants be awarded:
 - The Light Shop: £250;
 - No 14: £250;
 - Tash @ No 16: £250.

(b) **Property Report** – Committee considered the Property Report and, following discussion, **RESOLVED:**

- That the report be noted;
- That the completion of the purchase of 11 Corn Square be completed as soon as possible;
- That a sum of £1,500 + VAT be allocated to develop a lease agreement for the property known as 17 West Street;
- That an Energy Performance Certificate and an Asbestos Survey be undertaken at 17 West Street at a total cost of £455 + VAT;
- That the party interested in leasing 17 West Street be contacted through the Solicitor to commence negotiations.

FG10/16 DATE OF NEXT MEETING

Committee noted that the next meeting of the Finance & General Purposes Committee will be held on Monday 24th October 2016 at 19:00 at the Council Offices, 17 West Street, Leominster HR6 8EP.

There being no other business the Chair thanked members for their attendance and closed the meeting at 8:40pm.

CHAIR:

DATE: