

# LEOMINSTER TOWN COUNCIL

## FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held on Monday 25<sup>th</sup> June 2018 commencing at 19:45 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

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**MEMBERS PRESENT:** Councillors Marsh (Chair), Sutcliffe (Vice-Chair), Bartlett, Norman, Rumsey and Thomas.

**OFFICERS PRESENT:** Town Clerk.

**FG01/18 ELECTION OF CHAIR**

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

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

**FG02/18 ELECTION OF VICE CHAIR**

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

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

**FG03/18 APOLOGIES FOR ABSENCE**

Cllr Egan was absent.

**FG04/18 DECLARATIONS OF INTEREST**

There were no declarations of interest made. It was noted that Cllrs Norman, Rumsey and Thomas were appointed by the Town Council as Trustees of the Janice & Peter McCaull Trust.

**FG05/18 REQUESTS FOR DISPENSATIONS**

There had been no requests for dispensation.

**FG06/18 QUESTIONS FROM THE PUBLIC**

There were no members of the public present.

**FG07/18 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 30<sup>th</sup> April 2018 be agreed and signed as a correct record.

**FG08/18 CLERK'S REPORT**

The following Clerk's Report was noted:

- (a) **Herefordshire Armed Forces Week** – Committee noted that Leominster was hosting Herefordshire Armed Forces week in Leominster commencing Monday 25<sup>th</sup> June 2018 at 11.15am with the flag raising ceremony and culminating on Saturday 30<sup>th</sup> June 2018 with a full day of celebration commencing at 10am.

#### **FG09/18 FINANCIAL AND COMMITTEE MATTERS**

- (a) **Financial Report** – Committee considered the Quarter One Interim Financial Report up to 31<sup>st</sup> May 2018 and **RESOLVED**:
- That the report be noted;
  - That the payments for April 2018 amounting to £35,950, exclusive of VAT, and May 2018 amounting to £42,200, exclusive of VAT, be ratified;
  - That the current balances up to 31<sup>st</sup> May 2018 amounting to £467,803 be noted;
  - To note that currently a small deficit is being projected at the end of the 2018/19 financial year.
- (b) **Outstanding Accounts for Payment** – Committee noted the payments to date for June 2018, which amounted to £71,963.94, inclusive of VAT. This included annual grants of £25,000 to the Community Centre, LARC and CAB.
- (c) **Committee Report** – Committee considered the Committee Update Report and, following discussion, **RESOLVED**:
- That the report be noted;
  - That the outstanding sum of £987.96 regarding the outstanding funeral costs of the late Mr McCaull be met;
  - That a response be submitted to the Police & Crime Commissioners parish and town council survey on behalf of the Town Council.

#### **FG10/18 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) **Grants Report** – Committee **RESOLVED** to make the following award in respect of applications received:
- Hope Support Services - £840 subject to a report being provided at the end of the project, what the future outcomes of the project were expected to be and whether the project would be able to continue.
- (b) **Project & Staffing Report** – Committee considered the Project & Staffing Report and, following discussion, **RESOLVED**:

- That the contents of the report be noted;
- That the statement from HAGS regarding the delays experienced at the Sydonia Play Area be noted;
- That a report be submitted to the Environment & Services Committee following the meeting held with Herefordshire Council on 22<sup>nd</sup> June 2018 outlining the next steps to secure a depot for the Team;
- That a new post to provide additional staffing resource for the Environmental Team be created. The position would be reviewed in six months time (December 2018);
- The temporary position will be for between 12-15 hours per week and the salary scale would be SCP12;
- That the Town Clerk continues in full time employment with Leominster Town Council;
- That the position of Maintenance Foreman be reinstated as agreed under the 2018/19 budget and that Mr McEwan be appointed;
- That the “Through the Wardrobe” event be held again this year. It was recommended that the Reindeer be booked as soon as possible;
- To seek sponsorship for the event from a local organisation.

Committee noted that issues were still being experienced regarding the request for a Public Works Loan to help fund the various projects outstanding. Support was offered from the Ward Councillors to help move this forward.

**(c) Youth Report Update** – Committee considered the Youth Update Report in detail and, following discussion, **RESOLVED:**

- That the report be noted;
- That the proposed projects be supported as outlined in the report;
- That Vennture be invited to attend a meeting to provide a detailed update on the progress of the Street Presence for Leominster.

With regard to funding Committee **RESOLVED:**

- To allocate £3,000 be allocated from the Youth Services Budget towards the development of the inclusive Duke of Edinburgh programme for Leominster in 2018/19 and a further £1,050 be allocated in 2019/20.

Committee noted that the proposed number of projects outlined in the report ready for development was considerable and concern was expressed regarding the capacity within the Council to be able to meet these targets. Regular update reports would be provided and only priority projects would be developed initially.

**(d) Museum Report** – Committee noted the report submitted by the Museum Curator. The partnership was proving positive and regular update reports would be submitted to Committee for review. An initial review of the partnership would be undertaken in September 2018.

**FG11/18 DATE OF NEXT MEETING**

Committee noted that the next meeting of the Finance & General Purposes Committee would be held on Monday 3<sup>rd</sup> September 2018 at 19:00 at the Council Offices, 11 Corn Square, Leominster HR6 8YP. There being no other business the meeting closed at 9:12pm.

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**CHAIR:**

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**DATE:**