

LEOMINSTER TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held on Monday 18th December 2017 commencing at 19:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Marsh (Chair), Burke (Vice Chair), Bartlett, Egan, Norman, R Pendleton and Rosser.

ALSO PRESENT: Ward Councillor Stone.

OFFICER PRESENT: Town Clerk.

FG23/17 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Freedland (illness), Preece (illness) and Rumsey (illness).

FG24/17 DECLARATIONS OF INTEREST

The following Declaration of Interest was made:

- Cllr Norman (personal): Leominster Museum and Shop Mobility.

FG25/17 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

FG26/17 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

FG27/17 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 23rd October 2017 be agreed and signed as a correct record.

FG28/17 CLERK'S REPORT

The following Clerk's Report was noted:

- A letter of thanks had been received from the Weeping Window initiative for the £1,000 grant received from the Town Council;
- A letter of thanks had been received from the Herefordshire Wildlife Trust Wildplay project for the £1,000 grant received from the Town Council;
- It had been confirmed that the Town Council's external auditor for the next five financial years would be PKF Littlejohn LLP. The annual cost would be between £1,300 and £1,600. £1,600 had been included in the annual budget;
- It was agreed to query the 3.9% RPI inflationary increase for CCTV provision in Leominster. Inflation was currently 3.1%.

FG29/17 2017-18 WORK PROGRAMME

Committee considered the update report presented and **RESOLVED**:

- That the report and progress update be noted;
- To note that work would commence on the Medium Term Financial Plan following the adoption of the 2018/19 budget. It was hoped that this document would be completed by 31st March 2018;
- That the aims and objectives within the Corporate Strategy be reviewed and reduced to a more manageable level;
- That the booking forms for 11 Corn Square be finalised in January 2018 following legal advice requested being obtained regarding insurance cover requirements;
- That the revised Asset Register be completed by 31st March 2018.

FG30/17 FINANCIAL AND COMMITTEE MATTERS

- (a) **Financial Report** – Committee considered the Quarter Three Financial Report up to 30th November 2017 and **RESOLVED**:
- That the report be noted;
 - That the payments for October 2017 amounting to £49,954, exclusive of VAT and for November 2017 amounting to £30,198, exclusive of VAT, be ratified;
 - That the income received and current balances up to 30th November 2017 amounting to £446,937 be noted;
 - To note that the projected end of year balances were currently being estimated at £278,937.
- (b) **Outstanding Accounts for Payment** – Committee noted the payments to date for December 2017 which amounted to £52,391.76, inclusive of VAT.
- (c) **Committee Report** – Committee considered the Committee Update Report and, following discussion, **RESOLVED** that the report be noted.

FG31/17 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 considered the Grant Report and **RESOLVED** to note the report.

Committee **RESOLVED** to award the following Grants:

- Three Choirs - £1,000 subject to the completion of the feedback form, that up to 6 complimentary tickets for each event be provided to the

Town Council for its volunteers and to raise money for the Mayoral charity and that tickets are sold through the Leominster Tourist Information Office;

- Leominster Museum - £500 subject to the completion of the feedback form;
- Leominster Shop Mobility - £1,000 subject to the completion of the feedback form.

Committee considered the Leominster Community Centre (LDCA) application for an annual grant of £10,000 and, following discussion, agreed to re-engage with the Centre regarding the development of a business plan. Cllrs Burke and R Pendleton were requested to act on behalf of Leominster Town Council.

Committee agreed that it would hold the £1,000 grant offer to the Royal Air Force Cadets (151 Leominster Squadron) until 31st March 2018. If the Cadets were unable to take up the grant by that date they would be encouraged to reapply. Any future application would be considered favourably by Committee. Committee further agreed to ring fence up to £500 in grant funding for the Leominster Community Cadets which would be subject to a formal grant application.

Committee agreed to develop options with the community to help promote the Weeping Window project at Hereford Cathedral through shop window displays and other promotions.

(b) Draft Budget Report – Committee considered the Draft Budget Report and RESOLVED:

- That the report be noted;
- That the Councillor Briefing to be held on Monday 8th January 2018 would consider the final draft budget prior to formal consideration and adoption by Full Council at its meeting on 29th January 2018;
- That further briefing papers be sent to all Councillors providing additional background information related to the budget project development;
- That the additional cost of any future devolved services would require some further consultation;
- That consideration be given to selling the Parliamentary Clock at auction, subject to consideration and agreement by Full Council.

FG32/17 DATE OF NEXT MEETING

Committee noted that the next meeting of the Finance & General Purposes Committee would be held on Monday 26th February 2017 at 19:00 at the Council Offices, 11 Corn Square, Leominster HR6 8YP.

There being no other business the meeting closed at 20:47.

CHAIR:

DATE: