

LEOMINSTER TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held on Monday 30th October 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 and R Pendleton.

OFFICER PRESENT: Town Clerk.

FG13/17 APOLOGIES FOR ABSENCE

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

It was noted that Cllr A Pendleton had stepped down from the Committee.

FG14/17 DECLARATIONS OF INTEREST

The following Declaration of Interest was made:

- Cllr Norman: Trustee on the Janice & Peter McCaull Trust.

FG15/17 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

FG16/17 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

FG17/17 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 26th June 2017 be agreed and signed as a correct record subject to the agreed amendment.

FG18/17 CLERK'S REPORT

The following Clerk's Report was noted:

- (a) Civic Events** – Committee noted the forthcoming civic events commencing with the Remembrance commemoration on 11th November 2017 at 11am at the War Memorial.
- (b) Three Choirs Grant Application** – Committee noted that a grant application would be received from this organisation in December 2017 and would be requesting £1,000.
- (c) Janice & Peter McCaull Trust** – Committee agreed to consider the grant request received from this Trust under its grant applications.

- (d) **Market Trader Insurance** – Committee noted that quotations were currently being sought to provide trader cover for various markets. This was particularly aimed at casual traders. It was suggested that the NFU be approached to provide a quotation.

FG19/17 2017-18 WORK PROGRAMME

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

- That the report and progress to date be noted;
- To continue to develop the civic protocols and processes;
- To note that the next Destination Leominster meeting would be held on 15th November 2017;
- To note that work would commence on the Medium Term Financial Plan in December 2017;
- To consider organising twice yearly meetings with the neighbouring parishes to discuss items of joint interest;
- To note that the 2018/19 budget and the participatory budget element was currently being delivered.

FG20/17 FINANCIAL AND COMMITTEE MATTERS

- (a) **Financial Report** – Committee considered the Quarter Two Financial Report up to 30th September 2017 and **RESOLVED:**
- That the report be noted;
 - That the payments for July 2017 amounting to £47,602, exclusive of VAT, for August 2017 amounting to £52,463, exclusive of VAT, and for September 2017 amounting to £39,229, exclusive of VAT, be ratified;
 - That the income received and current balances up to 30th September 2017 amounting to £518,050 be noted. This included the receipt of the annual precept in full and the capital receipt for West Street;
 - To note that the projected end of year balances were currently being estimated at £275,000.
- (b) **Outstanding Accounts for Payment** – Committee noted the payments to date for October 2017 which amounted to £38,687.36.
- (c) **Committee Report** – Committee considered the Committee Update Report and, following discussion, **RESOLVED:**
- That the report be noted;
 - That funding of up to £600 be allocated towards the cost of frames for the past Mayor photographs. This would be funded from 110/4215 Civic Regalia;
 - To request that the Mayor oversee the development of the past Mayor photographs and framing;
 - To adopt the revised Risk Register and to review it again in March 2018.

FG21/17 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:

- WildPlay Rangers - £1,000 subject to the completion of the feedback form and confirmation of the actual number of beneficiaries that lived in Leominster (Cllr Norman proposed and Cllr Bartlett seconded);
- 151 Leominster Squadron Royal Air Force Cadets - £1,000 subject to the completion of the feedback form and the securing the other grant funding outlined in the report amounting to £4,500 (Cllr R Pendleton proposed and Cllr Burke seconded);
- Royal British Legion - £250 (Cllr Norman proposed and Cllr Egan seconded);
- Hereford Cathedral - £1,000 subject to the completion of the feedback form, the securing the other grant funding outlined in the report amounting to £110,540 and on condition that Leominster schools were invited to view the installation (Cllr Burke proposed and Cllr Norman seconded. There was one abstention);
- The Victorian Street Market competition - £250;
- The Janice & Peter McCaull Trust - £250.

Committee **NOTED** the submitted grant form from Vennture to develop and provide a number of youth initiatives in Leominster.

Committee further **NOTED** the grant offer, yet to be formally confirmed, from the Community Connect Fund, Herefordshire, was likely to be successful.

(b) Property Report – Committee considered the Property Report and RESOLVED:

- That the report be noted;
- That the additional expenditure outlined in the report be ratified;
- That the Corn Square Task & Finish Group considers the additional projects and submits a recommendation to the Town Council;
- That a report be developed and submitted to the Town Council to consider requesting an additional Public Works Loan Board loan.

(c) Staff Review – Committee considered the Staff Review Report and RESOLVED:

- That the report be noted;
- That the incremental points increases recommended be formally ratified.

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

- That the report be noted;
- That the draft budget continue to be developed and submitted to Council for initial approval;
- That an increase of approximately 9.5% be agreed due to the significant further increase in responsibilities being devolved to the Town Council from Herefordshire Council;
- That the Participatory Budgeting exercise be undertaken with a presence on the Friday Market in November 2017.

FG22/17 DATE OF NEXT MEETING

Committee noted that the next meeting of the Finance & General Purposes Committee would be held on Monday 18th December 2017 at 19:00 at the Council Offices, 11 Corn Square, Leominster HR6 8YP.

There being no other business the meeting closed at 21:17.

CHAIR:

DATE: