

**MINUTES OF A MEETING
OF THE
FINANCE & GENERAL PURPOSES COMMITTEE
HELD ON THURSDAY 19th OCTOBER, 2017
IN THE TOWN COUNCIL OFFICES, LEDBURY**

PRESENT: Councillors: - J Roberts Vice-Chairman
M Eager E Fieldhouse
A Manns N Morris
N Shields J Simpson

IN ATTENDANCE: Mrs K Mitchell, Clerk to the Council
Cllr J Hopkins
1 member of the public

F.91 – 10.17 APOLOGIES

Apologies for absence were received from Cllrs D Baker, R Barnes, A Bradford, K Francis and A Warmington

F.92 – 10.17 INTERESTS

There were none declared at this point in the meeting.

F.93 – 10.17 PUBLIC PARTICIPATION

None.

F.94 – 10.17 MINUTES

The Minutes of the Finance and General Purposes Committee meeting held on 21st September, 2017 were confirmed as a correct record and signed by the Chairman.

F.95 – 10.17 FINANCIAL MATTERS

1. Members received the summary of receipts and payments from 1st August to 30th September 2017, copies having been previously circulated.

RESOLVED: That the summary, as presented, be approved and adopted.

2. Members received a quarterly summary of income and expenditure related to budget.

RESOLVED: That the summary be noted.

3. Members considered a list of invoices for payment, copies having been circulated. (Schedule to be lodged with the Minutes).

RESOLVED: That the invoices be approved for payment.

4. Grant Funding

4.1 Specified Grants for 2017/18.

RESOLVED: That the Town council be recommended to approve the release of the following monies to Specified Grant recipients.

Organisation	Description of project	Amount
Carnival Association	Ledbury Carnival - large scale community event	£1,000
Community Association	Village hall – fabric fund	£2,500
Poetry Festival	To deliver poetry events during the core festival in July and to send poets into schools and out into the community to work with vulnerable groups throughout the year	£2,200
Age UK Hereford & Localities	Ledbury Locality office - supporting older people, families and carers in Ledbury	£2,750
Community Action Ledbury & District	Community Transport – Provision of 2 minibuses and 1 multi purpose vehicle providing transport for local community groups and individuals with disabilities	£2,000
	Mobility centre Loan of mobility aids from walking sticks to wheelchairs and other equipment to residents and visitors to Ledbury	£2,000
	Volunteer Centre Accredited volunteer centre	£3,000
Primary School	Purchase of 150 iPads (5 through funding by LTC)	£1,000
Ledbury Places	Development phase match funding or ongoing organisational costs	£1,000

it was further **RESOLVED:** To ask all grant recipients to provide End of Grants reports within one year of the funds being awarded.

4.2 The Clerk advised that a request had been received from Ledbury Community Brass Band seeking an annual contribution of £1,500 from Ledbury Town Council in recognition of the band's upcoming popularity and value it brings to the town.

RESOLVED: That the Brass Band be advised of the requirement to submit a grant application form when applying for funding.

F.96 – 10.17 BUDGET 2018/19

Members considered the first draft of the budget required by the Finance & General Purposes for 2018/19, copies having been circulated.

Members reviewed the budget sums for each cost centre/nominal codes and made the following change:

Cost centre & Nominal Code	Budget line	2017/18 £	2018/19 £
202/1035	Office rental (income)	1,000	3,000

Referring to Grants with Powers (cost centre 214) - The Clerk advised that applications for funding had been received from Malvern Hills AONB Partnership for support for the work of the organisation and from Hereford Cathedral Perpetual Trust for the Weeping Window project. Both applications would be considered at the next meeting.

Referring to 235/4480 ICT-Computers and 225/4420 Newsletter, The budget for both lines to be considered at the next ICT Working Party meeting.

The draft budget for 2018/19 would be further reviewed at the next meeting.

F.97 – 10.17 RISK MANAGEMENT

1. The Clerk gave an update on feedback received from the insurers regarding the possible removal of the lightning conductor at the cemetery chapel (Refer F.86-09.17). No issues had been identified however, in line with the advice received, the Clerk was requested to seek advice from a professional architect/building surveyor to rule out any issues with its removal.

RESOLVED: That subject to no issues being identified, The Town Council be recommended to approve the removal of the lightning conductor.

2. Review of the Risk register.
There were no new risks identified.

F.98 – 10.17 WORKING PARTIES AND TASK & FINISH GROUPS

Members received a verbal report from the ICT Working Party meeting held on 2nd October 2017. There were no recommendations to consider.

RESOLVED: That the verbal report be noted.

F.99 – 10.17 CITIZENS ADVICE BUREAU

The Town Council is advised that Herefordshire Citizens Advice services are now being run by Worcester Citizens Advice with support from Shropshire and South Worcestershire bureaux. All services will remain the same, including the Ledbury outreach service. Members were given

statistics for the outreach service for the period 01 April 17 to 22 September 17 (to be circulated by email).

F.100 – 10.17 CONSULTATIONS

2018 Parliamentary Constituency Boundary Review

The Town Council is advised that the Boundary Commission for England will be publishing revised proposals for new constituency boundaries on 17th October 2017. An eight week consultation will run until 11th December 2017. Proposals can be viewed at the following address from 17.10.17 www.bce2018.org.uk

RESOLVED: That consideration of the consultation be deferred to the next meeting.

F.101 – 10.17 OUTSIDE BODIES

1. Members received and noted the minutes of the Herefordshire Market Town Forum meeting held on 27th September, 2017.
2. There were no other reports presented.

F.102 – 10.17 CORRESPONDENCE FOR INFORMATION

There were no items of correspondence other than that previously referred to in the meeting.
The Herefordshire Association of Local Councils Training schedule had been circulated by email to Councillors on 10 October, 2017.

F.103 – 10.17 DATE OF NEXT MEETING AND ITEMS FOR FUTURE AGENDA INCLUSION

The next meeting of the Finance & General Purposes Committee is scheduled for 23rd November, 2017.

The Chairman closed the meeting at 8.34 pm.

CHAIRMAN DATE.....