

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING
OF THE
FINANCE & GENERAL PURPOSES COMMITTEE
HELD ON
THURSDAY 20th MARCH, 2014
IN THE TOWN COUNCIL OFFICES**

Present: Councillor C Jupp - Chairman
Councillors R Barnes A Bradford
M Eager K Francis
R Hadley E Harvey
M Roberts T Widdows
P Winter R Yeoman

In attendance: K Mitchell - Clerk to the Council
Mrs Suzanne Wenczek – Ledbury Places Project Manager
Ms Mary Cooper – Ledbury & District Civic Society

F.91 – 03.14 APOLOGIES

Apologies were received and accepted for Councillor P Bettington.

F.92 – 03.14 DECLARATIONS OF INTERESTS

There were no interests declared at this point in the meeting.

F.93 – 03.14 PUBLIC PARTICIPATION

There were no members of the public present.

F.94 – 03.14 MINUTES

The Minutes of the Finance and General Purposes Committee meeting held on 20th February 2014, were confirmed as a correct record and signed by the Chairman.

F.95 – 03.14 FINANCIAL MATTERS

1. Summary of Receipts and Payments

Members were circulated with a Summary of Receipts and Payments from 1st to 28th February 2014.

RESOLVED: That the summary be approved and adopted.

2. Invoices for payment

Members considered a list of invoices for payment.

RESOLVED: That the invoices, as presented be approved for payment.

F.96 – 03.14 RISK ASSESSMENTS

Review of the Annual Risk Register for the year ended 31st March 2014.
(copies circulated via email)

RESOLVED: That the review be postponed to the next Finance & General Purposes Committee meeting.

F.97 – 03.14 LEDBURY PLACES

Ledbury Places Project Manager, Suzanne Wenczek, gave an update on the status of the project and advised that the Business Plan had been submitted to funding organisations such as the Heritage Lottery and Architectural Heritage Fund. She went on to explain that the new Ledbury Places charitable company would need to be created in order to seek funding to take the project forward. Members were advised that the Executive Summary and Business Plan would be available to download from the Ledbury Places web page in due course.

Members were circulated with a Charity Structure proposal and draft Charity Objects. The intent is to establish a Charitable Company, limited by guarantee, with member's liability limited to £10. The proposed Board would consist of four member bodies: Ledbury Town Council, Ledbury & District Civic Society, Barrett Browning Trust and Ledbury Area Development Trust (to provide external business advice and an independent view), with representation as follows:-

Ledbury Town Council	2
Ledbury & District Civic Society	2
Barrett Browning Trust	1
Ledbury Area Development Trust	1

Feeding in to the Board would be a 'Ledbury Places Project Delivery Group' (former Steering Group) and a 'Ledbury Places' Stakeholder Group including HC, PCC, Poetry Festival, Herefordshire Council, members of the public etc.

A lengthy discussion ensued regarding representation on the board, roles and commitment involved. Members requested sight of the draft Articles of Association before putting forward nominations for the Board.

RESOLVED: That the Town Council be recommended to become a member body of the new Charitable Organisation, 'Ledbury Places' and put forward two representatives to serve on the Board.

F.98 – 03.14 HEREFORDSHIRE COUNCIL – CONSULTATION TO REVIEW THE COUNTY'S POLLING DISTRICTS AND POLLING STATIONS

The Local Government Boundary Commission for England (LGBCE) recently carried out a review of ward boundaries in Herefordshire and the final recommendations, published on 25 March 2013, proposed that there should be 53 Councillors to represent 53 single-member wards, (currently there are only 40 wards). As a consequence some polling districts, polling places and polling stations have to change.

These recommendations have been approved by Parliament and will come into effect at the next scheduled elections for Herefordshire in May 2015.

The Committee considered the consultation questionnaire with regard to Ledbury Polling Districts North, South and West. Members re-iterated their concerns over the use of the Ledbury Primary School as a polling station.

RESOLVED: That the draft response to the questionnaire be circulated to Councillors for consideration at the Full Council meeting on 17th April, 2014.

F.99 – 03.14 OUTSIDE BODIES

Councillor Francis presented his written report from the HALC - East Herefordshire Area Committee meeting held on 19th February, 2014, copies having been circulated.

RESOLVED: That the report be noted.

F.100 – 03.14 CORRESPONDENCE FOR INFORMATION

1. Local Government Pension Scheme. Valuation Results – Employer Rates Payable

Members were circulated with a letter from Worcestershire County Council notifying the Town Council of the employer rates payable from 2014/15 to 2019/20. The contribution rate for 2014/15 is 22.7%.

RESOLVED: That this be noted.

2. Annual Return for the financial year ended 31 March 2014

The Clerk advised that the External Auditors have appointed the 9th June 2014 as the date by which the Annual Return should be submitted. The statutory deadline for the approval of the Annual Return is 30th June 2014.

RESOLVED: That this be noted.

**F.101 – 03.14 DATE OF NEXT MEETING AND ITEMS FOR INCLUSION ON A
FUTURE AGENDA**

The next meeting of the Finance & General Purposes Committee will be confirmed at the Annual Council meeting on 8th May 2014.

Items for inclusion on future agenda
Democratic participation – Cllr R Hadley

Chairman Date