

**LEDBURY TOWN COUNCIL**

**MINUTES OF A MEETING  
OF THE  
FINANCE & GENERAL PURPOSES COMMITTEE  
HELD ON  
THURSDAY 23<sup>rd</sup> OCTOBER, 2014  
IN THE MARKET HOUSE**

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**Present:** Councillors P Winter – Chairman  
R Barnes P L Bettington  
M D Eager E Harvey  
R Hadley C Jupp  
T Widdows R Yeoman

**In attendance:** Mrs M Bradman – Deputy Clerk to the Council  
Mrs L Wilcox - Chief Executive of HALC (for item F.45-10.14)

**F.42 - 10.14 APOLOGIES**

Apologies were received from Councillors A Bradford and C Ridler.

**F.43 - 10.14 DECLARATIONS OF INTERESTS**

None received.

**F.44 - 10.14 PUBLIC PARTICIPATION**

There were no members of the public present at the meeting.

**F.45 - 10.14 HEREFORDSHIRE ASSOCIATION OF LOCAL COUNCILS (HALC)**

Mrs Lynda Wilcox, HALC's Chief Executive, was invited to attend the meeting to provide information about the benefits of subscribing to HALC and to explain the council's option for direct access to NALC. Following a short discussion, it was

**RESOLVED: That the Town Council be recommended to renew its subscription to HALC in 2015/16.**

The Chairman thanked Mrs Wilcox for attending and she then left the meeting.

**F46 - 10.14 MINUTES**

The Minutes of the Finance and General Purposes Committee meeting held on 18<sup>th</sup> September, 2014, were confirmed as a correct record and signed by the Chairman.

## **F.47 - 10.14 FINANCIAL MATTERS**

### **1. Summary of Receipts and Payments**

Members were circulated with a Summary of Receipts and Payments from 6<sup>th</sup> September to 16<sup>th</sup> October, 2014. Referring to the Neighbourhood Plan, clarification was requested regarding whether payments to Foxley Tagg Planning Consultants were in line with staged works, on schedule and within budget.

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

### **2. Quarterly Summary of Receipts and Payments related to Budget.**

Members were circulated with a quarterly summary of Receipts and Payments related to budget.

**RESOLVED: That the summary be noted.**

### **3. Invoices for payment**

Members considered a list of invoices for payment, copies having been circulated.

**RESOLVED: That the invoices, No's 1-4 as presented, be approved for payment.**

### **4. Specified Grants 2014/15**

Members approved the release of monies as detailed in the 2014/15 budget.

**RESOLVED: That the specified grant recipients receive the amounts as detailed in the 2014/15 budget.**

### **5. Budget 2015-16**

Members considered the first draft of the budget required by the Finance & General Purposes Committee for 2015/16. Each budget line was examined and highlighted for change or for further consideration at the next meeting. The Chairman agreed to clarify staff training with the Clerk.

### **6. Precept 2015/16**

Herefordshire Council has advised that the deadline for submission of the Town Council's precept requirement for 2015/16 is 31st December, 2014. Members agreed that they would work towards the specified deadline but were reminded that the official deadline date is February, 2015.

**RESOLVED: That this be noted.**

#### **F.48 - 10.14 TOWN PLAN DATA**

Members were asked to consider how the Finance & General Purposes Committee might wish to engage with the current action planning phase of the Town Plan.

**RESOLVED: That the Town Plan working party present the Finance and General Purposes Committee with actions to consider at each phase of the action planning process.**

#### **F.49 - 10.14 TOWN COUNCIL OFFICES**

Members were asked to consider upgrading the Ceremony Room furnishings.

**RESOLVED: That a small working group be set up to gather quotations for works required and that these be presented back to the Committee for consideration. Members being: Councillors Barnes, Eager and Winter.**

#### **F.50 - 10.14 HEREFORDSHIRE CCTV SERVICE LEVEL AGREEMENT (SLA)**

Members were requested to review and approve the amendments to the SLA between Herefordshire Council and Ledbury Town Council for the purposes of providing CCTV equipment and monitoring to Ledbury town (Refer F.16-06.14). It was suggested that the document was difficult to read with all the amendments being highlighted. Members felt that there were still some questions to be answered by Herefordshire Council with regards to costs and monitoring times and the 'walk away' implications to Ledbury Town Council.

**RESOLVED: That the item be deferred to the Full Council meeting on 6th November and that members be circulated with a final version of the SLA with tracked changes accepted.**

#### **F.51 - 10.14 OUTSIDE BODIES**

1. Ledbury Town Remembrance Day Parade

Members were circulated with the minutes of the meeting held on 3rd October, 2014.

2. Emma Russell Education Foundation AGM 26.08.14.

Councillor P Winter presented the minutes of the AGM held on 26 August, 2014.

3. Ledbury Locality Cluster Group of Parish Councils.

Members were circulated with the minutes of the meeting held on 17th September.

**RESOLVED: That items 1-3 be noted.**

**F.52 - 10.14 MARKET TOWNS FORUM**

Members were advised that the minutes of the meeting held on 22nd October would be presented to the next meeting.

**F.53 - 10.14 CORRESPONDENCE FOR INFORMATION**

1. HALC - Information Corner and training schedule previously circulated by email.

**RESOLVED: That this be noted.**

2. No further correspondence had been received.

**F.54 - 10.14 DATE OF NEXT MEETING AND ITEMS FOR INCLUSION ON A FUTURE AGENDA**

The next meeting of the Finance & General Purposes Committee is scheduled for 27<sup>th</sup> November, 2014.

There being no further business, the Chairman closed the meeting at 9.35pm

Chairman ..... Date .....