

LEOMINSTER TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held on Monday 25th October 2021 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8NL

MEMBERS PRESENT: Councillors Murdoch (Chair), Marshall (Vice-Chair) (19.02), Bartlett, Marsh, Norman, Rumsey, Sutcliffe and Williams.

OFFICERS PRESENT: Town Clerk and Democratic Services Officer.

FG30/21 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Davies (Holiday).

FG31/21 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

FG32/21 REQUESTS FOR DISPENSATIONS

There had been no requests for dispensations received.

FG33/21 QUESTIONS FROM THE PUBLIC

No members of the public were present. No matters were raised.

FG34/21 MINUTES OF PREVIOUS MEETING

Cllr Marshall advised that he had queried whether the town council had received reimbursement of the funds for the signage project, not Cllr Marsh.

Following the amendment it was **RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 6th September 2021 be agreed and signed as a correct record.

FG35/21 CLERK'S REPORT

The clerk informed the Committee that:

- The Town Council has been successful with their business case for the community asset transfer of the Old Priory building. The clerk will circulate the comments made by Herefordshire Council to all Councillors;
- The Section 106 Officer at Herefordshire Council has advised that she would pass the transfer, to Leominster Town Council, of the play area on Ropewalk Avenue to Property Services. The play area is due to be transferred with Section 106 money to update it;
- Herefordshire Council have confirmed the allocation of a grant of £90000, from the Great Places to Visit Fund, to the Town Council which will cover the projects identified by the Working Group;

- Negotiations are ongoing for a grant from the Welcome Back Fund for the refurbishment of the toilets in Central Car Park. The funding is available for temporary facilities.

FG36/21 FINANCIAL AND COMMITTEE MATTERS

(a) Income and Expenditure Report

- Committee noted the report up to the end of September 2021 and the additional budget notes.

(b) Accounts Paid and Outstanding Accounts for Payment

- Following consideration of the accounts paid and outstanding accounts for payment, Committee **RESOLVED** to ratify the payments relating to September and October 2021.

It was noted that the expenses claim from Cllr Rumsey related to Mayoral expenses.

(c) Budget Working Group Report

Committee noted the following report:

- There were 222 responses to the Budget Consultation Survey 2022-23 which were mainly submitted online;
- There was reasonable representation from all age groups, with the exception of under 25s. Approximately half of respondents were from the 55-79 years age bracket;
- Not all respondents submitted answers to all questions;
- Comments to certain questions highlighted how much confusion still exists regarding the distinction between Town Council and Herefordshire Council services;
- Comments to certain questions suggested that ranking a service as 'lower priority' did not indicate that it was unimportant, or that respondents supported decreased spending in these areas;
- The Budget Working Group will hold a further meeting to discuss the results of the survey.

As a result of the survey, Committee identified that some questions should be amended for next year's consultation. It was suggested that the consultation is also held in schools, possibly through focus groups.

(d) Committee Report - Committee considered the Committee Update Report and, following discussion, **RESOLVED**:

- To note the report;
- To capture the correct amount of hours, given as free room hire, using the Town Council booking system, rather than a Free Room Hire Form;
- That the Working Group will meet with the Projects and Grants Officer to finalise the new Grant Application Form;

- To cancel the Leominster Christmas Light Switch On Event due to concerns about the ongoing Covid-19 situation and the possibility of large crowds gathering.

Cllr Williams left the meeting at 19.54 hours.

Cllr Rumsey left the meeting at 20.01 hours.

FG37/21 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) Town Council logo

Committee discussed whether the Town Council logo should appear on the following items in relation to the branding for the High Street Heritage Action Zone:

- Promotional posters/banners advertising the HSHAZ Scheme
- Documentation relating to specific projects included in the HSHAZ Scheme. This may include:
 - Information leaflets on the Grant Scheme
 - Posters promoting the Wi-Fi service
 - Consultation materials relating to public realm projects
- Press releases relating to the HSHAZ Scheme
- The HSHAZ web app

Committee **RESOLVED** to use the Town Council logo in the branding for the High Street Heritage Action Zone subject to approval of the artwork to be used.

FG38/21 DATE OF NEXT MEETING

Committee noted that the next meeting of the Finance & General Purposes Committee would be held on Monday 20th December 2021 at 19:00 in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

There being no other business the meeting closed at 20:36 hours.

CHAIR:

DATE: