

LEOMINSTER TOWN COUNCIL

Minutes of the Leominster Town Council Meeting held on Monday 27th June 2022 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Marsh (Mayor), Williams (Deputy Mayor) (19.15), Bartlett, Davies, Hanna, Jacquet, Murdoch, Norman, Smith-Winnard, Sutcliffe and Thomas.

OFFICERS PRESENT: Town Clerk, Democratic Services Officer.

24/22 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted by the Council for Cllr Herschy (Holiday) and Cllr Marshall (Prior Meeting).

25/22 DECLARATIONS OF INTEREST

No declarations of interest were made.

26/22 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

27/22 QUESTIONS FROM THE PUBLIC

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

28/22 END OF YEAR ACCOUNTS 2021/22

- (a) **Annual Internal Audit Report** – Following confirmation that the Town Council administers two trusts (and is not the sole trustee), Council **RESOLVED** to accept the Annual Internal Audit Report.
(Proposed: Cllr Thomas, Seconded: Cllr Murdoch Unanimous).
- (b) **Annual Governance Statement** – Council considered the Annual Governance Statement presented for 2021/22. Cllr Hanna suggested amending the second sentence in Box 5 (re insurance cover) to ‘at the moment the cover is rolled over annually but will be reviewed in 2022/23’. Following the amendment, Council **RESOLVED** to formally adopt the Annual Governance Statement for 2021/22.
(Proposed: Cllr Norman, Seconded: Cllr Davies Unanimous).

The Statement was duly signed by the Mayor and Clerk/RFO.

Cllr Williams arrived at 19.15 and was involved in subsequent votes.

- (c) **Annual End of Year Accounts** – Council considered the 2021/22 End of Year accounts presented.

Council noted a 335% rise in total receipts (Box 3) and a decrease in other payments by 23% (Box 6). Cllr Murdoch thanked the Town Council's staff for keeping everything on track despite the difficulties over the past two years due to Covid-19.

Following a review of the accounts it was **RESOLVED** to formally approve the 2021/22 End of Year accounts.

(Proposed: Cllr Bartlett, Seconded: Cllr Thomas Unanimous).

The Accounts were duly signed by the Mayor and Clerk/RFO.

29/22 MINUTES OF THE PREVIOUS MEETING

Council **RESOLVED** that the minutes of the Leominster Annual Town Council meeting held on 23rd May 2022 be agreed and signed as a correct record.

(Proposed: Cllr Smith-Winnard, Seconded: Cllr Williams Unanimous).

30/22 CLERK'S REPORT

(a)

- Leominster Festival – A letter has been received from Leominster Festival thanking the Town Council for their support during this year's events.
- Re-opening of Baschurch Railway Station - Baschurch Parish Council has organised a public meeting to seek support to re-open Baschurch railway station which is situated just north of Oswestry. The re-opening of the station will benefit Leominster residents travelling north of the town. The matter will be discussed at the next Planning & Highways Committee meeting on Monday 4th July 2022.

(b) **Personnel Sub-Committee to carry out the clerk's appraisal** – Council noted that the clerk's annual appraisal will be carried out by the Personnel Sub-Committee. The Personnel Sub-Committee consists of the Mayor and the chair of each Committee and the members will not be finalised until the election of the chair of the Communications & Events Committee on Tuesday 12th July 2022. The clerk will circulate an email to the Personnel Sub-Committee, after the Communications & Events Committee meeting, to arrange a date for the appraisal.

31/22 HEREFORDSHIRE COUNTY BID

Council **RESOLVED** that either the chair of the Communications & Events Committee (1st choice) or Cllr Thomas should represent Leominster Town Council on the Town Council panel that meets with the Herefordshire County BID board.

(Proposed: Cllr Sutcliffe, Seconded: Cllr Hanna Unanimous).

32/22 CONFIDENTIAL ITEMS

As certain items to be discussed included the consideration of exempt information, Full Council **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 would 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 outweighed the public interest in disclosing the information.

- (a) **Levelling Up Fund** – Council noted the update on the Constituency Levelling Up Fund Bids for North Herefordshire. Any bids need to be submitted by 6th July 2022. The clerk has submitted a request for a representative from the Town Council to sit on the Herefordshire Council project board.
- (b) **The Old Priory** – Council noted that due to short timescales there were no supplier proposals to consider at this stage.

33/22 DATE OF NEXT MEETING

Council noted that the next Town Council Meeting would be held on Monday 25th July 2022 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

There being no other business the Mayor thanked everyone for their attendance and closed the meeting at 19.52 hours.

MAYOR: _____ **DATE:** _____