

# MUCH WENLOCK TOWN COUNCIL

Minutes of a  
**FINANCE & RESOURCES COMMITTEE**  
meeting held at the Corn Exchange, Much Wenlock  
5:30 pm on Tuesday 21 February 2017

**PRESENT:**

Cllr. Robin Bennett (Chairman), Cllr. Herbert Harper, Cllr. Yvonne Holyoak, Cllr. David Turner and Cllr. Milner Whiteman OBE.

**IN ATTENDANCE:**

Sharon Clayton - Town Clerk/Responsible Financial Officer

**1) CHAIRMAN'S WELCOME**

The Chairman welcomed everyone to the meeting.

**2) APOLOGIES**

Apologies were received from Cllr. Mike Grace who was not able to attend due to a family illness.

**This apology was CONFIRMED and AGREED as APPROVED absence.**

**3) DISCLOSURE OF PECUNIARY INTERESTS**

Members were reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the Register of Members' Interests maintained by the Monitoring Officer.

None declared.

**4) DISPENSATIONS**

None requested.

**5) MINUTES**

The minutes from a meeting held on 24 January 2017 were considered for approval.

**It was PROPOSED, SECONDED and RESOLVED that the minutes be signed and ADOPTED as a true record.**

**6) TOWN CLERK'S REPORT**

Member received a report from the Town Clerk on actions taken since the last meeting.

**It was PROPOSED, SECONDED and AGREED that the Town Clerk's report be NOTED.**

**7) FINANCE**

a) Members received a financial report from the Responsible Financial Officer.

**It was PROPOSED, SECONDED and AGREED that the report be NOTED.**

b) Members considered for approval receipts and payments for January 2017.

**It was PROPOSED, SECONDED and AGREED that receipts and payments for January 2017 be APPROVED.**

c) Members received bank reconciliations to 31 January 2017.

**It was PROPOSED, SECONDED and AGREED that bank reconciliations to 31 January 2017 be NOTED.**

d) Members considered for approval income and expenditure to 31 January 2017.

**It was PROPOSED, SECONDED and AGREED that income and expenditure to 31 January 2017 be APPROVED.**

e) Members considered for approval payments for February 2017.

**It was PROPOSED, SECONDED and AGREED that payments for February 2017 be APPROVED.**

**8) INTERNAL AUDIT REPORT**

Members received a report from the Internal Auditor.

**It was PROPOSED, SECONDED and AGREED that:**

- i. The report be NOTED.
- ii. The report be referred to the Town Council for consideration at its April 2017 meeting.

**9) RESCISION OF PREVIOUS DECISIONS**

In accordance with Standing Order no 7(a), at the request of three councillors, Members considered for approval that the following decisions made at the last meeting be rescinded due to new information being made available since these decisions had been made.

- a) Minute no: 9(b) – a decision that non-inhabitant cemetery fees should apply to those not living in the parish at the time of death.

**It was PROPOSED, SECONDED and AGREED that this decision be rescinded and the matter be re-considered as part of a review of cemetery fees.**

- b) Minute no: 10(b) – a decision that future media promotion be carried out in-house.

**It was PROPOSED, SECONDED and AGREED that this decision be rescinded due to the designated member of staff assigned to deal with media promotion being on sick leave.**

- c) Minute no: 13 – a decision that the rent at Linden Lodge should be increased by £40 per calendar month.

**It was PROPOSED, SECONDED and AGREED that this decision be rescinded following advice from Balfours that the increase was too much.**

**10) CEMETERY FEES**

- a) Members considered for approval a review of cemetery fees.

**It was PROPOSED, SECONDED and unanimously AGREED that:**

- i. Interment and exclusive rights fees be increased by 50% and all other fees increased as agreed, effective immediately.
- ii. The future availability of grave spaces should be considered at the next meeting.

- b) Members considered for approval what charges should apply for those living outside of the parish at the time of death.

**It was PROPOSED, SECONDED and AGREED that this should be considered further at the next meeting.**

**11) CEMETERY ACCESS PROJECT**

Members received an update from the 'Friends of the cemetery' outlining what plans were in hand for the 'Cemetery Access Project' for which £4,410 had been received from the "Tesco Bags of Help" scheme.

**It was PROPOSED, SECONDED and AGREED to NOTE.**

**12) CORRESPONDENCE**

Thank you letter received from the Much Wenlock Tree Forum.

**It was PROPOSED, SECONDED and AGREED to NOTE.**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the above Act it was **PROPOSED, SECONDED and RESOLVED** that, due to the confidential nature of the business to be transacted, the public and press should not be present.

**13) RENT REVIEW LINDEN LODGE**

Following advice from Balfours Estate Agents Members considered for approval that the rent for Linden Lodge be increased by £20 per calendar month.

**It was PROPOSED, SECONDED and AGREED that the rent be increased by £20 per calendar month effective from March 2017.**

The meeting closed at 18.22.

Signed.....  
Chairman

Date.....