

# MUCH WENLOCK TOWN COUNCIL

Minutes of a

## FINANCE & ASSET MANAGEMENT COMMITTEE

meeting held at the Corn Exchange, Much Wenlock  
5.30 pm on Tuesday 26 June 2018

### **Present:**

Cllr. Graham Edgcumbe Venning (Chairman), Cllr. Adam Davy, Cllr. Yvonne Holyoak, Cllr. Kate Southan, Cllr. Marcus Themans and Cllr. Allan Walter

### **In attendance:**

Sharon Clayton - Town Clerk/Responsible Financial Officer

### **1) Chairman's welcome**

The Chairman welcomed everyone to the meeting

### **2) Apologies**

There were no apologies since everyone was present.

### **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 Finance & Asset Management Committee meeting held on 29 May 2018 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**

Members received a written report from the Town Clerk on action taken since the last meeting. The Town Clerk also advised that she had met with the approved contractor to discuss the installation of the town's Christmas lights and explained that permission was being sought for a new power supply to be installed at the Gaskell corner and at Sheinton corner and permission was also being sought for the installation of additional eyebolts.

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

- a) **The Town Clerk's report be NOTED.**
- b) **The contractor should be asked to ensure that the eye bolts are securely attached to the town clock so that there is no undue stress on the top of the clock.**

### **7) Finance**

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

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

- b) Members considered the following recommended virements for approval:

15/18

COST CENTRE	COST CODE	TRANSFER TO £	TRANSFER FROM £
105 Administration	4017 Training		336.00
301 Corn Exchange	4208 Window cleaning	336.00	
110 Civic Events	4319 Civic Events		500.00
301 Corn Exchange	4015 Office equipment	500.00	

It was **PROPOSED, SECONDED and AGREED** that these virements be **APPROVED**:

c) Members considered for approval income and expenditure to 31 May 2018.

It was **PROPOSED, SECONDED and AGREED** that income and expenditure to 31 May 2018 be **APPROVED**.

d) Members considered for approval receipts and payments for May 2018.

It was **PROPOSED, SECONDED and AGREED** that receipts and payments for May 2018 be **APPROVED**.

e) Members received bank reconciliations to the end of May 2018.

It was **PROPOSED, SECONDED and AGREED** that bank reconciliations to the end of May 2018 be **NOTED**.

f) Members considered for approval payments for June 2018.

It was **PROPOSED, SECONDED and AGREED** that payments for June 2018 be **APPROVED**.

#### 8) Investment

Members considered for approval how best to invest the Town Council's unallocated reserves in order to spread risk.

It was **PROPOSED, SECONDED and AGREED** that £50,000 should be transferred from the Unity Deposit Fund account into the Public Sector Deposit Fund.

#### 9) Date of next meeting

It was **NOTED** that the next meeting would take place on Tuesday 31 July 2018 commencing at 5.30 pm.

#### **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.

#### 10) New street light at the Corn Exchange car park

Members considered for approval a quote for a new street light to be affixed to the rear of the Corn Exchange building to provide additional light to the car park.

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

- a) The quote from Eon of £739.73 + VAT be **APPROVED**.
- b) The power supply should be sourced from the storage room at the rear of the Corn Exchange.

#### 11) Public toilets

Members considered options available for the improvement and future maintenance of the public toilets at St. Mary's Lane and Queen Street including refurbishment or renewal.

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

- a) Further research should be undertaken to explore the various options for the future maintenance of the toilets.
- b) Queen Street toilets should be locked between 7 pm and 6 am each day with signage advising of the closure and directions to St. Mary's Lane toilets.

The meeting closed at 18:44.

Signed.....  
Chairman

Date.....