

07/24

MUCH WENLOCK TOWN COUNCIL

Minutes of a
FINANCE & ASSET MANAGEMENT COMMITTEE
meeting held at the Corn Exchange, Much Wenlock
at 7.00 pm on Tuesday, 24th September 2024

Present: Susan Crooke-Williams, John O'Dowd, Marcus Themans, Duncan White.

In attendance: Trudi Barrett – Town Clerk, Janet Evans – Responsible Financial Officer (RFO).

1. Apologies

Councillor Fenwick and Councillor Toon – family matters.

2. 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.

3. Dispensations

None requested.

4. Minutes

It was RESOLVED that the minutes of the meeting of the Finance and Asset Management Committee held on 23rd July 2024 be APPROVED and signed as a true record.

5. Town Clerk's report

Members noted the Clerk's written and verbal report on action taken since the last meeting.

6. Finance

- a. The RFO presented a written and verbal report. The RFO advised that the Council was liable for a standing charge for the water supply at 10 High Street, which was approximately £5 per week, payable from 1st February 2023. Payment of the ongoing charge should be transferred to any future tenant of the property. The RFO noted that she had responded to further questions from the external auditor to their satisfaction and the Annual Governance & Accountability Return had now been signed off. The petty cash records and reconciliations had been checked by Councillor Crooke-Williams.
- b. Members noted the balance sheet as at 31st August 2024.
- c. Members noted the income and expenditure to 31st August 2024.
- d. Members reviewed the bank reconciliations to 31st August 2024. **It was RESOLVED to approve the bank reconciliations to 31st August 2024.**
- e. **It was RESOLVED to approve payments from 24th July 2024 to date.**

7. 2025/26 Budget

Members considered arrangements for drafting the 2025/26 budget. **It was RESOLVED that the RFO and Clerk should prepare a first draft of the 2025/26 budget for consideration at the next meeting.**

8. The Guildhall Project

Members noted that a meeting was being arranged with the Council's contact at the NLHF to provide guidance on the full application for funding.

9. Public Toilets

Councillors noted recent vandalism to the public toilets at St Mary's Car Park. The matter had been reported to the police and the local PCSO had visited the office earlier in the day. A repair had been arranged. Members noted that since the installation of CCTV at the public toilets in Broseley, ASB and vandalism had significantly reduced.

It was RESOLVED to obtain quotations for a stand-alone CCTV system for the public toilets at St Mary's Car Park.

08/24

10. Stalls for Christmas Lights Switch-on Event

Member considered introducing a charge for stallholders attending the Christmas Lights switch-on event. No charge had been made previously as it was not known how successful the event would be. However, the event had grown and had become a regular feature in the calendar.

It was RESOLVED to ask each stallholder attending the Christmas Lights Switch-On to make a donation to the Council's chosen charity.

11. Old Cemetery – Poetry Trail

Members reviewed a proposal from the Friends of the Old Cemetery to introduce a Poetry Trail in the old part of the Cemetery.

It was RESOLVED to support the initiative of introducing a Poetry Trail in the Old Cemetery and to ask whether the Church would allocate donations from one of the regular soup lunches to raise funds for the Poetry Trail.

12. Date of next meeting

Members noted that the next meeting would be held on Tuesday, 22nd October 2024 at 7.00pm at the Corn Exchange.

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. 10 High Street

Members received an update on progress with the rental of 10 High Street.

14. Meeting re Library SLA and Lease

Members noted that a meeting had been arranged with Shropshire Council to discuss renewal of the agreement for financial support for Much Wenlock Library and the lease for the premises.

15. Cooke Clock

Members considered the repair of the door to the Cooke Clock. **It was RESOLVED to accept the quotation of £183.80 from Michael Baugh for repairs to the door to the Cooke Clock.**

16. Winter Floral Displays

Members considered provision of the winter floral displays. **It was RESOLVED to accept the quotation from Abbey Nursery for winter floral displays in the amount of £280.**

The meeting closed at 8.00 pm.

Signed.....
Chairperson

Date.....