

Wellington Town Council

Town Mayor
Cllr Phil Morris-Jones MBE



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POLICY & RESOURCES COMMITTEE

Minutes of the meeting held at the Wellington Civic Offices on **Tuesday, 3rd January 2017** commencing at 7.00pm.

Present:

Cllr S deLauney - Chairman	Cllr F Burns
Cllr D Allen - ex officio	Cllr P Morris-Jones – ex officio
Cllr A Lowe	Cllr M Hosken (arriving later)

In attendance: Cllr J Gorse, A. Roberts – Deputy Town Clerk, Karen Roper Town Clerk.

98/16 Welcome – The Chairman wished everyone a Happy New Year and welcomed all to the meeting.

99/16 Apologies for Absence - Were received from Cllrs Hall, Carter and Mason-Morris. Cllr Burns proposed acceptance of the apologies, this was 2nd by Cllr Lowe and agreed by those present. Members commented that they were disappointed by the attendance at this meeting as it was which was just quorate prior to the arrival of Cllr Hosken.

100/16 Declarations of Interest - None

101/16 To approve the minutes of the meeting held on Tuesday 6th December 2016

It was proposed by Cllr Burns, seconded by Cllr Lowe and resolved that the minutes of the meeting held on Tuesday 6th December 2016 be approved and signed by the Chairman as a true and accurate record.

102/16 Matters Arising

(a) **Office 365** – The Town Clerk reported that she had been asked not to use members personal email addresses and to deliver all information through the 365 accounts as this was a more secure system. Cllr Morris-Jones expressed his concern over members who were unable to embrace the new technology and were missing out on important electronically delivered information. Cllr Allen commented that the problem may be about training. The Clerk said a Survey Monkey request had been delivered to all members to assess training needs, the results of which she had not yet seen. Cllr Morris-Jones said that paper copies should still be supplied to those without internet access. The Chairman said that 365 messages could be channelled to personal accounts. The following action was agreed;

- Staff to find out about channelling all messages from 365 to personal accounts
- The Deputy Clerk to offer in house bespoke training

103/16 Finance

It was proposed by Cllr Lowe, seconded by Cllr deLauney and **RESOLVED** to accept and endorse items a-e on the agenda following acceptable answers to questions asked.

- a. Receipts for November 2016
- b. Payments for November 2016
- c. Payments to date for December 2016

- d. Details of Petty Cash payments for November 2016
- e. Receipts/Payments compared with budget as at 30 November October 2016.

Bank Account Update – The Deputy Clerk reported on progress with the TSB Bank application. A clear resolution was requested but members were unhappy with the difficulties experienced and asked that Staff choose the best bank for the Council’s needs as long as the bank is based in Wellington. It was agreed that Barclays be approached as a further option. The final decision should be taken by the Chairman of Finance and staff.

It was proposed by Cllr deLauney 2nd by Cllr Hosken and resolved by members that following further investigation an appropriate resolution including identified signatories be made.

104/16 Budget 2017/18 – Cllr Burns presented background information he had asked the Deputy Clerk to compile showing balances, budget and service delivery comparisons with six other parishes. Cllr Hosken said this was a good exercise but should include all of the 26 Telford Parish and Town councils and shared with the public. Members agreed there should be no changes to the budget and presentation should focus on the spending increase of 2%.

It was proposed by Cllr Lowe, seconded by Cllr Burns and agreed by members that the P&R Committee RECOMMENDS the Town Council:

- (i) accepts, approves and adopts the draft budget for 2017/18 (copy attached to the signed minutes) at their meeting of 10th January 2017 and
- (ii) in consequence, raise a precept of £379,600 against a forecast expenditure of £420,600
- (iii) request T&W Council to pay a grant of £10,085 from the Council Tax Support Scheme for 2017/18

105/16 Wellington Environmental Services Team – The Deputy Town Clerk gave detailed report on the activities of the team, producing before and after visit photographs. A list of problem areas had been collated and staff were praised for their quick and effective responses. There was some discussion relating to responsibilities particularly in relation to private and business waste. Repeated reports to TWS had not resulted in any action so Staff were asked to find out who should be taking responsibility for collecting the waste in the longer term.

106/16 Project Board – The Chairman reported on a meeting held in December where it had been agreed to hold a regular meeting cycle reporting back to the P&R Committee. Members were informed of progress to date. Cllr Morris-Jones reported receipt of a letter pointing out that a substantial amount of section 106 money should be accruing from the new house building sites recently approved by planning. Cllr deLauney reported he had already written to members of the cabinet at Telford and Wrekin asking for this money to be spent on projects such as finishing off Market Street and other worthy projects.

107/16 The date and time of the next meeting – was agreed as an extraordinary meeting to be held on Tuesday 17th January 2017 at 5.30pm to receive and discuss the tenders relating to the Lower Library.

Signed17th January 2017