

# Wellington Town Council

Town Mayor  
Cllr R. Snell



Town Clerk/CEO  
Alison Hinks

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## **MINUTES OF POLICY & RESOURCES COMMITTEE MEETING HELD ON 5 MAY 2026** **at CIVIC OFFICES COMMENCING at 7.00pm.**

### **Present**

|                           |               |                     |              |                   |
|---------------------------|---------------|---------------------|--------------|-------------------|
| Cllr P Davis,<br>Chairman | Cllr L Carter | Cllr S de<br>Launey | Cllr J Gorse | Cllr E<br>Holding |
|---------------------------|---------------|---------------------|--------------|-------------------|

**Also in attendance: Cllr. Lowe and Alison Hinks, Town Clerk / CEO.**

- 101/25 Welcome and Apologies for absence** – The Chairman welcomed everyone to the meeting and thanked Cllr Carter for chairing the meeting on 7 April 2026. Apologies were received from Cllr Luter, Cllr Pierce, Cllr McGinn (ex officio) and Cllr Snell (ex officio). The following members voted in favour of approving the apologies, Cllrs Davis, Carter, de Launey, Gorse and Holding.
- 102/25 Declarations of interest** – Cllr Gorse declared an interest in agenda item re. Grant application from Wellington Methodist Church Art Group.
- 103/25 To approve the minutes and confidential minutes of the meeting held on Tuesday 7 April 2026** (appendices 1 and 2) - The minutes and confidential minutes were proposed as a true and accurate record by Cllr Holding, seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.
- 104/25 Matters Arising**  
Actual Charge for 2027 Local Government Elections – The Responsible Finance Officer reported that they had not yet received confirmation from Telford & Wrekin Council for the actual cost of the 2027-28 Local Government Elections but estimated a cost of approximately £85,000 based upon electorate of 20,021 at a cost of £4.25 per elector. In previous years, the Town Council had agreed with Telford & Wrekin Council a 3-year repayment plan. Cllr Carter said that this is a significant increase in the costs from the 2023 Local Government Elections. Cllr Davis said that this figure does not include the additional households in Admaston and Bratton gained as part of the Corporate Governance Review.
- 105/25 Finance Reports**  
The RFO had provided the following reports:
- **5a Agree finance report for April 2026** - Cllr de Launey asked for a breakdown of the projected year end overspend on Social Media Costs amounting to £22,200. Cllr de Launey proposed acceptance of item 5a on the agenda, seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.
  - **5b Agree income & expenditure report for April 2026** - Cllr de Launey proposed acceptance of item 5b on the agenda, seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.
  - **5c Agree purchase ledger payments and reconciliation form April 2026** - Cllr de

Launey proposed acceptance of item 5c on the agenda, seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.

- **5d Agree summary income and expenditure by department for April 2026** – This item was reported under agenda item 105/25 5a.
- **5e Agree virement from reserves** (appendix 3) – The RFO had prepared a report requesting a virement of £16,000 from general reserve as follows:
  - £5,000 to Community Grants Budget for Lingen Davis Trust (for the next 3 years)
  - £6,000 to Community Grants Budget for other grant applications made throughout 2026-27
  - £5,000 to Library budget to purchase 2 x digital display boards.Cllr de Launey suggested the additional funding could be taken from the £20,000 Project Expenditure budget which has previously been used for community enhancement projects. Cllr de Launey proposed that £11,000 is vired into the Community Grants budget for grant payment to Lingen Davis Trust and additional community grants, seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against. Cllr de Launey proposed that £5000 for 2 x digital display boards is charged against the Project Expenditure budget, seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.
- **5f Agree additional bank signatory** – Cllr de Launey proposed that Cllr Emma Holding and Alison Hinks become additional bank signatories, seconded by Cllr Davis. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.
- **5g Review the Financial Regulations** (appendix 4) - Cllr de Launey proposed acceptance of item 5g on the agenda, seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.
- **5h Agree the Risk Management Register** (appendix 5) - Cllr de Launey proposed acceptance of item 5h on the agenda, seconded by Cllr Carter. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.
- **5i Agree the Investment Policy** (appendix 6) - Cllr de Launey proposed acceptance of item 5i on the agenda, seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.
- **5j Agree the Reserves Policy** (appendix 7) – Cllr de Launey expressed concern with the policy which has been presented to the Committee previously. Cllr de Launey said that the £450,000 library grant from Telford & Wrekin Council does not have to be spent on the library as library running costs are built into the base budget. The vehicle replacement annual reserve budget of £2,500 should be a 25% depreciation figure. The Town Centre Development Reserve should be for the purchase and redevelopment of properties in Wellington. The Election Reserve is a new reserve heading and should be removed as election costs are spread over a 3-year period. The Carry Forward Reserve is for new purchases in 2026-27. Cllr Carter said the proposed reserve policy is too restrictive. Cllr Gorse agreed. Councillors asked for the Reserves Policy is revisited and presented to a future Policy & Resources Committee.
- **5k Review the Grants Procedure** (appendix 8) - Cllr de Launey proposed acceptance of item 5k on the agenda, seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.
- **5l Agree the Virement Policy** (appendix 9) - Cllr de Launey proposed acceptance of item 5l on the agenda, they were seconded by Cllr Carter. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no

abstentions and no votes against.

- 106/25 Review the timetable for Policy Review** – The Town Clerk presented a review of all statutory and good practice policies appropriate to Town Councils. Councillors asked for an update to be presented to each committee meeting.
- 107/25 Agree the provisional date for Full Council Meeting Agenda dated 9 June 2026**  
Councillors unanimously agreed the provisional date for the next Full Council meeting as 7pm on Tuesday 9 June 2026.
- 108/25 Closure of the meeting** – Cllr de Launey proposed to close the meeting in accordance with paragraphs 2 and 3 of the Local Government Act 1972 to discuss the remaining items on the on the agenda, seconded by Cllr Davis. The following members voted in favour, Cllrs Davis, Carter, de Launey, Gorse and Holding. There were no abstentions and no votes against.

END

**Signed:**

**Date: 2 June 2026**

**Chairman.....5 May 2025**