

Wellington Town Council

Town Mayor
Cllr P. Davis.



Town Clerk
KAREN ROPER
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POLICY & RESOURCES COMMITTEE

MINUTES OF THE MEETING HELD ON 6th FEBRUARY 2024 at CIVIC OFFICES COMMENCING at 7.00pm.

Present

Cllr Carter (Chairman)	Cllr. Pierce	Cllr. Gorse	Cllr. Luter	Cllr McGinn
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Also in attendance: P. Davis - Town Mayor, Karen Roper CEO.

- 95/23 Welcome from the Chairman** – Cllr Carter welcomed everyone to the meeting.
- 96/23 Apologies for Absence** – Cllr de Launey due to Holiday and Cllr Cook for family issues– apologies accepted
- 97/23 Declarations of Interest** – None received
- 98/23 To approve the minutes of the meeting held on Tuesday 2nd January 2024 and confidential minutes of 2nd January 2024 (appendix 1 & 2).** These were proposed by Cllr Gorse, seconded by Cllr Pierce and the following members **RESOLVED UNANIMOUSLY** that both sets of minutes for the meeting held on 2nd January were approved, Cllrs Carter, Pierce, Gorse, Luter and McGinn.
- 99/23 Matters Arising**
- **DBS responses** – The list of outstanding DBS applications was noted by members.
 - **Orbit** – The Clerk reported the total amount outstanding had been repaid and circulated a letter of thanks that had been received from the Orbit.
 - **Precept** - The Clerk reported the paperwork had been sent to Telford and Wrekin.
- 100/23 Finance Report -**
- a) To agree receipts** for December 2023
- b) To agree payments** for December 2023
- The Clerk said papers were prepared for a – c. These were balanced back to the bank account statement. Items a & b were proposed for acceptance by Cllr Carter, seconded by Cllr Gorse and the following members Cllrs Carter, Pierce, Gorse, Luter and McGinn **RESOLVED UNANIMOUSLY** that items a & b, are approved.
- Cllr Pierce raised again the matter of the direct debit of £90.00 paid to Scottish Power. She said that solar panels were fitted to the toilets and she understood these would cover the energy used at the toilets. The Clerk was requested to look at the business case and look at the energy costings, reporting back to the March meeting.
- c) To agree Petty Cash** for December 2023 - The Clerk said there had been no movements on this account. Cllr Gorse proposed acceptance of the report and was seconded by Cllr Pierce, the following members voted in favour Cllrs Carter, Pierce, Gorse, Luter and McGinn.

d) Receipts and Payments compared to Budget – The Clerk reported staff had been unable to operate the nominal ledger software that reconciles all of the bank accounts and produces financial statements compared to the budget and this situation would be rectified for the March meeting.

e) Brief Financial Report – The Clerk said a report in this format was unavailable for this month.

f) Unity Bank Application – The Clerk said all of the requests for changes had gone to the bank and we were waiting for their responses. The SUN number is still outstanding.

g) Payroll transfer to Telford and Wrekin - The process is complete apart from the SUN number that will allow T&W to pay staff directly.

- 101/23 Renting Out of Lesley's Room** – Information had been circulated to members including proposed rent charges and terms and conditions. Cllr Gorse said it made financial sense to rent the room out as long as it is available for the town council when it is needed e.g. on the Monday evenings prior to Full Council and for the Committee Meetings. The Clerk confirmed the diary would be kept by the leisure staff and the process would operate the same the committee room does presently. It was proposed by Cllr Gorse and seconded by Cllr Pierce and agreed by Cllrs Carter, Gorse, Pierce, McGinn and Luter that the room be rented out as per the proposal.
- 102/23 Update on The Wrexham, Shropshire and West Midlands Railway (WSMR) proposals** Members were made aware of the proposal to introduce a service to London that does not stop at Wellington. Officials from WSMR had been invited to attend a Full Council meeting. We are waiting for their response.
- 103/23 Update on CPR Training** - Cllr Davis said discussions had been held with himself, Cllrs Day, Cook and Holding to discuss training 100 residents in CPR, life saving techniques. Costs have been ascertained, budgets prepared and training companies approached. This is our Wellington magazine will carry a small article, there are also pre prepared press and social media articles waiting to go. Working with Officers from Telford and Wrekin a comprehensive programme was being put together and delivery venues were being explored. Cllr Gorse asked how decisions were to be made on who gets trained. Cllr Davis said the offer was open to residents in Wellington and to representatives from local groups and he hoped the demand would be met.
- 104/23 The date of the next meeting was agreed as Tuesday 5th March 2024.**
- 105/23 To consider closure of the meeting in accordance with paragraphs 2 and 3 of the Local Government Act 1972, to discuss the remaining items on the agenda.** This was proposed by Cllr Carter, seconded by Cllr Gorse. Cllrs Carter, Pierce, Gorse, Luter and McGinn UNANIMOUSLY AGREED that the meeting would now move into closed session for the remaining items on the agenda.

Chairman..... 5th March 2024