

Wellington Town Council

Town Mayor
Cllr R. Snell



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MINUTES OF POLICY & RESOURCES COMMITTEE MEETING HELD ON 2nd SEPTEMBER 2025 at CIVIC OFFICES COMMENCING at 7.00pm.

Present

Cllr. Davis - Chairman	Cllr. Holding	Cllr. Gorse	Cllr. Luter – arriving at 7.01pm	Cllr. de Launey	Cllr. Carter
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Also in attendance: Cllrs McGinn, Snell, Lowe (in part), David Tooley local democracy reporter, Lynne Skehan RFO and Caroline Mulvihill Deputy CEO.

- 31/25 Welcome and Apologies for absence** – The Chairman welcomed everyone to the meeting and expressed that he was glad to see Lynne back after her being unwell. Apologies were received from Cllr. Pierce. The following members voted in favour of approving her apology, Cllrs Davis, Carter, Holding, Gorse, and de Launey. There were no abstentions and no votes against.

Cllr Luter arrived at this point

The Chairman proposed that agenda items 6 and 7 were moved into closed session due to commercial and personnel sensitivities, he was seconded by Cllr Carter and the following members voted in favour Cllrs Davis, Carter, Holding, Gorse, Luter and de Launey. There were no abstentions and no votes against.

- 32/25 Declarations of interest** – None were declared at this point in the meeting.

- 33/25 To approve the minutes and confidential minutes of the meeting held on Tuesday 5th August 2025.** The minutes and confidential minutes were proposed as a true and accurate record by Cllr de Launey and he was seconded by Cllr Gorse. The following members voted in favour, Cllrs Davis, Carter, Holding, Gorse, Luter and de Launey. There were no abstentions and no votes against.

34/25 Matters Arising

- **Hanging Baskets**

Caroline reported that an audit of the positioning and total number of hanging baskets around the town had been undertaken. There were x10 that were no longer in situ (due to building and renovation works) this was fed back to the supplier and the invoice / audit matched and was therefore now complete.

Cllr deLauney mentioned at this point that he expected to see an agenda item of ‘ minutes of the personnel meeting’ that had recently taken place.

ACTION: Caroline / Karen to add to the next meeting agenda.

35/25 Finance Reports

The CEO/Town Clerk had emailed the papers relating to July earlier in the day when received from the RFO. Cllr Davis thanked Lynne for providing the reports for this meeting.

- **To agree tabled reports and payments for July 2025** – Cllr Carter proposed acceptance of the reports for July 2025, he was seconded by Cllr de Launey. The following members voted in favour, Cllrs Davis, Carter, Holding, Gorse, Luter and de Launey. There were no abstentions and no votes against.
- **Accounts training** – Members requested the office to investigate cover for illness. Caroline confirmed that she had spoken with Rialtas who would be able to provide training for a cost.
Lynne informed members that the training would only cover part of her work and that she had introduced additional processes and excel spread sheets.
There would also be additional costs from Rialtas to add an extra 'profile' to the system and that it is a highly skilled role that can't just be 'picked up'.
ACTION: Members agreed to discuss this further at the next personnel meeting.

36/25 Next Meeting Date – was agreed as Tuesday 7th October 2025 at 7pm

Closure of the Meeting - Cllr Davis proposed closure of the meeting in accordance with paragraphs 2 and 3 of the Local Government Act 1972 to discuss Items 6 and 7 on the agenda. He was seconded by Cllr Carter and the following members voted in favour, Cllrs Davis, Carter, Holding, Gorse, Luter and de Launey. There were no abstentions and no votes against.

The local democracy reporter David Tooley left the meeting at this point and requested copies of the finance documents. Once they had been endorsed by Full Council this would be actioned.

Chairman.....7th October 2025