

**WYMONDHAM TOWN COUNCIL**  
**MINUTES OF A REMOTELY HOSTED VIRTUAL MEETING OF THE FINANCE &  
GENERAL PURPOSES COMMITTEE held on Tuesday 20th April 2021  
commencing at 6.00 pm**

Present:

Cllrs	J Halls
	P Broome (substitute for I Flatt)
	K Hurn
	R Savage (Chairman)
	P Hubble

Also Present

3	Member (s) of the public
Cllrs.	James & Nuri - Nixon

F11/21	<u>APOLOGIES FOR ABSENCE</u> – Cllr. Flatt.
F12/21	<u>DECLARATIONS OF INTEREST:</u> <ul style="list-style-type: none"> <li>• Cllr. Hubble – member of Town Team whom Wymondham in Bloom are part of – re grant application.</li> </ul>
F13/21	<u>MINUTES OF MEETING</u> On the proposition of Cllr. Broome and seconded by Cllr. Halls it was unanimously resolved to approve the minutes of the Finance & General Purposes Committee meeting held on 16 <sup>th</sup> February 2021 as a correct record.
F14/21	<u>PROGRESS UPDATES</u> – None.
F15/21	<u>PUBLIC PARTICIPATION:</u> <ul style="list-style-type: none"> <li>• K Carsok representing Wymondham in Bloom read out a statement supporting their application for a grant.</li> </ul>
F16/21	<u>GRANT</u> An application received from Wymondham in Bloom, who are part of the Wymondham Business Group, requesting a grant of £3200 to assist in the purchase of planters, subsidising hanging baskets for businesses and competition entry fees totalling £7400 was discussed by the Committee at their meeting on 16 <sup>th</sup> February 2021. This was further considered and after discussion it was resolved as follows:  <u>Hanging Baskets</u> – The following motion was confirmed - upon the proposition of Cllr. Hurn and seconded by Cllr. Broome it was unanimously resolved to offer a maximum grant of £1500 to subsidise 50% of the purchase price by businesses. Baskets to be retained for refilling in future years.  <u>Welcome Sign on Fairland</u> – This item has now been withdrawn by the applicant.

	<p><u>Additional Planters</u> after a detailed discussion during which the representatives of Wymondham in Bloom confirmed that they were only requesting funding from the Council and that Wymondham in Bloom would retain ownership of the planters, responsibility for them and would maintain them including watering and planting the following decision was taken. Wymondham in Bloom representatives were reminded that the planters should be insured with at least a minimum of Public Liability.</p> <p>Upon the proposition of Cllr. Hurn and seconded by Cllr. Halls it was unanimously resolved to offer a grant of 50% of the cost of the following:</p> <ul style="list-style-type: none"> <li>• 14x Amberol road barrier planters at a cost of £112.32 + VAT each.</li> <li>• 1x Octagonal Amberol planter to be situated on the pavement near to the public toilets.</li> <li>• Carriage from Amberol</li> <li>• Plants to fill planters costing £241.</li> </ul> <p><u>Additional items</u> – 50% of the cost of designing and printing of application forms, vouchers, flyers. Posters, winners’ certificates, prizes. plants for community projects and an Anglia in Bloom Virtual Competition entry fee, a total cost of £560.</p>
F17/21	<p><u>GRANT</u> An application received from Wymondham &amp; Attleborough Talking Newspapers for £245.40 towards the purchase of memory sticks costing £490.40. It was noted that an application for a similar amount had been made to Attleborough Town Council who had approved a grant of £122.70. Upon the resolution of Cllr. Hurn and seconded by Cllr. Broome it was resolved to offer a grant of £122.70.</p>
F18/21	<p><u>FINANCIAL REGULATION</u> Cllr, Savage introduced a revised set of Financial Regulations following a review by the Clerk and Committee members undertook a section-by-section review with the following points being highlighted.</p> <ul style="list-style-type: none"> <li>• 1.1 These financial regulations govern the conduct of financial management by the Council and may only be amended or varied by resolution of the Council. Financial regulations are one of the three governing documents providing procedural guidance for members and officers. Financial regulations must be observed in conjunction with the Council’s standing orders and any financial regulations relating to contracts.</li> <li>• 1.9 (bullet 6) Assists the council to secure economy, efficiency, and effectiveness in the use of its resources.</li> <li>• 1.12 (bullet 2) procedures to enable the prevention and detection of inaccuracies and fraud and the ability to reconstruct lost records.</li> <li>• 8.5 Access to any internet banking accounts will be directly to the access page (which may be saved under ‘favourites’, and not through a search engine or e-mail link. Remembered or saved passwords facilities must not be used on any computer used for council banking work. Breach of this regulation will be treated as a very serious matter under these regulation <b>and may lead to disciplinary action.(added to draft)</b></li> </ul>

	<ul style="list-style-type: none"><li>• 13.3 A member may not issue an official order or make any contract on behalf of the council. Upon the resolution of Cllr. Broome and seconded by Cllr. Halls it was unanimously resolved to recommend the revised Financial Regulations for adoption by the full Council.</li></ul>
--	---

*[The meeting closed at 19.12 pm]*

DATED this ..... day of .....2021

SIGNED ..... (Chairman)

DRAFT