

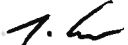
**WYMONDHAM TOWN COUNCIL**

SUMMONS TO ATTEND - NOTICE IS HEREBY GIVEN  
OF A FINANCE & GENERAL PURPOSES COMMITTEE MEETING  
to be held on Tuesday 16<sup>th</sup> April 2024  
IN THE COUNCIL CHAMBER commencing at 7.00pm

**A G E N D A**

- 1. Apologies for absence
- 2. To receive Declarations of Interest **A**
- 3. To confirm the minutes of the Finance & General Purposes Committee meeting held on 20<sup>th</sup> February 2024. **B**
- 4. To receive an update about progress of items arising from the last meeting of the committee meeting held on 20<sup>th</sup> February 2024/ previous meetings.
- 5. Public Participation – members of the public may make representations, ask or answer questions and give evidence in respect of the business on the agenda below. In accordance with standing order 3 (f) this item is limited to 15 minutes.
- 6. Public Realm Project – To discuss the following approved motion -That Finance & General Purposes Committee will agree changes to the earmarked reserves to allow creation of the £250,000 reserve for the town centre regeneration works.
- 7. Cemetery -To further clarify residential qualification following the passing of the following motion ‘For the purpose of determining fees, an inhabitant of Wymondham is a person who at the time of their death was a resident of Wymondham and had been living in Wymondham for at least 1 year and had reasonable evidence to show this is the case. Please be aware that as from the 1st of April 2019 Spooner Row, Wattlefield and part of Sutton no longer fall within the Parish of Wymondham and therefore the inhabitants will no longer be classed as residents of Wymondham. Former residents who, at time of death, were residing in a retirement home located outside Wymondham will be treated as residents in accordance with the above’.

Council Offices  
Ketts Park  
Harts Farm Road  
Wymondham  
NR18 0UT

  
T B Gurney  
Town Clerk

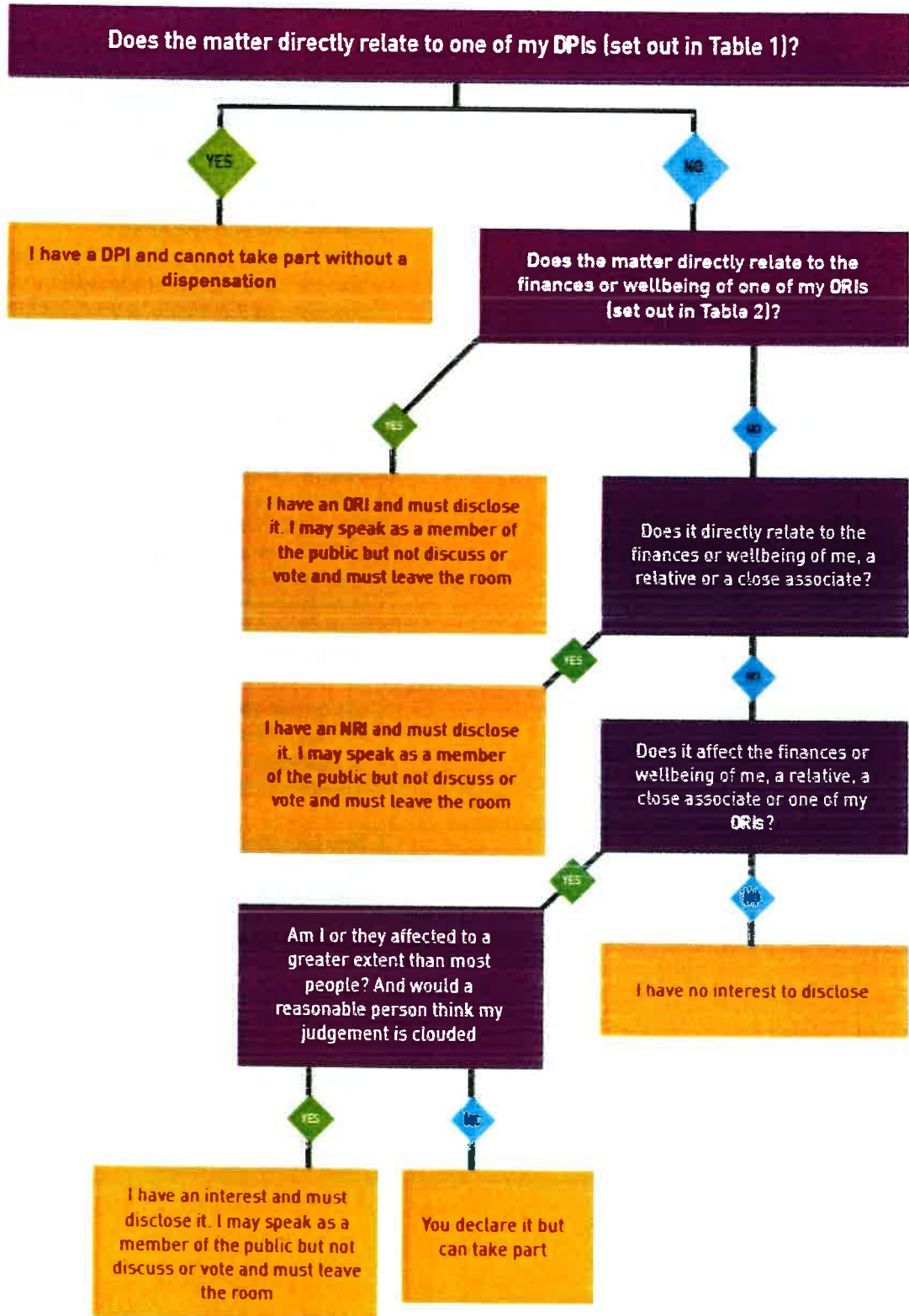
9<sup>th</sup> April 2024

**Committee Members**

Cllr. Roberts	Cllr. Fulcher	Cllr. Rosen
Cllr. Frosdick	Cllr. Perry	

### Interests Flowchart

The flowchart below gives a simple guide to declaring an interest under the code.



**Table 1: Disclosable Pecuniary Interests**

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

<b>Subject</b>	<b>Description</b>
<b>Employment, office, trade, profession or vocation</b>	Any employment, office, trade, profession or vocation carried on for profit or gain.
<b>Sponsorship</b>	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
<b>Contracts</b>	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council  — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
<b>Land and Property</b>	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
<b>Licenses</b>	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

<b>Corporate tenancies</b>	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
<b>Securities</b>	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

\* 'director' includes a member of the committee of management of an industrial and provident society.

\* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

**Table 2: Other Registrable Interests**

<p>You must register as an Other Registrable Interest :</p> <ul style="list-style-type: none"> <li>a) any unpaid directorships</li> <li>b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority</li> <li>c) any body <ul style="list-style-type: none"> <li>(i) exercising functions of a public nature</li> <li>(ii) directed to charitable purposes or</li> <li>(iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management</li> </ul> </li> </ul>
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**WYMONDHAM TOWN COUNCIL**  
**MINUTES OF A MEETING OF THE FINANCE & GENERAL**  
**PURPOSES COMMITTEE held on Tuesday 20th February 2024**  
in the Council Offices commencing at 7.00 pm

Present:

Cllrs	Fulcher (Chair)
	Roberts
	Frosdick
	Perry
	Rosen

Also Present                      0 member of the public  
Cllrs. Doheny & Nuri-Nixon

F01/24	<u>APOLOGIES FOR ABSENCE</u> – None.
F02/24	<u>DECLARATIONS OF INTERESTS</u> – None.
F03/24	<u>MINUTES OF MEETING</u> On the proposition of Cllr. Roberts and seconded by Cllr. Rosen it was unanimously resolved to approve the minutes of the Finance & General Purposes Committee meeting held on 19 <sup>th</sup> December 2023 as a correct record subject to a minor amendment to minute F61/23 ‘% use by Church and non-Church users’.
F04/24	<u>PROGRESS UPDATES</u> – None.
F05/24	<u>PUBLIC PARTICIPATION</u> – Cllr. Doheny spoke in favour of the grant application for Wymondham Town Football Club.
F06/24	<u>GRANT APPLICATION</u> received from Hope Community Church for £2,000 towards the cost of installing a lift costing £38,500. After discussion during which a number of concerns were raised, in particular an out-of-date Child Protection Policy. On this occasion it was unanimously agreed not to approve the grant request.
F07/24	<u>GRANT APPLICATION</u> received from Wymondham Town Football Club for £870 towards the cost of an additional storage container costing £3,480. Upon the proposition of Cllr. Rosen and seconded by Cllr. Roberts it was unanimously resolved to approve this application.
F08/24	<u>GRANT APPLICATION</u> received from Wymondham Rotary Satellite Group for £350 towards the cost of street entertainment at the Food & Drink Festival scheduled for 23 <sup>rd</sup> June 2024 costing £930. Upon the proposition of Cllr. Rosen and seconded by Cllr. Frosdick it was unanimously resolved to approve this application.

F09/24	<p><u>GRASS CUTTING DECK</u> Clerk presented paper requesting approval for the purchase of a replacement grass cutting deck with a quote from a local supplier. After discussion this was not considered to be a specialist piece of equipment and that 3 quotes would be required under financial regulations. Two further quotes to be sought and the request can be brought back to full Council.</p>
F10/24	<p><u>MARKET CROSS</u> Clerk presented paper requesting approval for the repair and repainting of the outside of the Market Cross with a quote from a local painting and decorating company who have experience of listed buildings. After discussion as to whether Listed Buildings Consent was required from SNC (Cllr. Roberts to make enquiries) this was not considered to be a specialist service and that 3 quotes would be required under financial regulations. Two further quotes to be sought and the request can be brought back to the Committee.</p>
F11/24	<p><u>CEMETERY RESIDENTIAL QUALIFICATION</u> Cllr. Perry introduced his paper proposing alteration to the current requirements to qualify for residential rates in respect of fees. After discussion upon the proposition of Cllr. Perry and seconded by Cllr. Rosen it was unanimously resolved to replace the present qualifying criteria with the following 'For the purpose of determining fees, an inhabitant of Wymondham is a person who at the time of their death was a resident of Wymondham and had been living in Wymondham for at least 1 year and had reasonable evidence to show this is the case. Please be aware that as from the 1st of April 2019 Spooner Row, Wattlefield and part of Sutton no longer fall within the Parish of Wymondham and therefore the inhabitants will no longer be classed as residents of Wymondham. Former residents who, at time of death, were residing in a retirement home located outside Wymondham will be treated as residents in accordance with the above.</p> <p>This change to be effective from 1<sup>st</sup> April 2024.</p>
F12/24	<p><u>CEMETERY FEES (RESIDENTIAL) DISCOUNT</u> Cllr. Perry presented his motion seconded by Cllr. Rosen – 'A discount rate is available for Wymondham Residents who receive universal credit, in work tax credits, or any other benefits relating to disability caring, or low income'. After discussion, relating to who does this apply to, Cllr. Perry clarified that it was the person organising the funeral who if eligible for one of these benefits would result in a discount being offered. The rate to be set each year irrespective of the ability of the deceased estate to pay the fees.</p> <p>For 2 Against 3 The motion was lost.</p>

F13/24	<u>GRANT APPLICATION FORM</u> Upon the proposition of Cllr. Roberts and seconded by Cllr. Rosen it was unanimously agreed to approve a new grant application form and policy guidelines (subject to an amendment to 9.c to read 'To organisations whose purpose are primarily for specifically religious, moral, philosophical or part-political purposes.).
F14/24	<u>FEES AND CHARGES</u> Discussion took place on fees and charges for the 2024 – 2025 financial year including a proposal from Cllr. Perry to increase cemetery fees by 10% and then to offer a 66.6% reduction for qualifying residents instead of the preset 75%. Allotment fees to be increased by 10%, planter advertising to be reduced by 20% and minor adjustments to be made to other services. Upon the proposition of Cllr. Roberts and seconded by Cllr. Perry it was unanimously resolved to recommend fees in accordance with the attached sheet.
F15/24	<u>EXCLUSION PRESS &amp; PUBLIC</u> On the proposition of Cllr. Roberts and seconded by Cllr Frosdick resolution by the Council under the provisions of Section 1 of the Public Bodies (Admissions to meetings) Act 1960 to exclude Press and the Public from the meeting of Wymondham Town Council in order to discuss matters where publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
F16/24	<u>DRAFT INTERNAL INTERIM ACCOUNTS</u> Clerk gave an outline of the financial position of the Council as of 31 <sup>st</sup> December 2023 as shown by the 'Draft Internal' accounts that had been prepared. The Clerk gave an explanation of the significant variants and answered questions.

*(The meeting closed at 20.45 pm)*

DATED this ..... day of .....2024

SIGNED ..... (Chairman)