



WINCANTON TOWN COUNCIL

MINUTES OF THE FULL TOWN COUNCIL MEETING
HELD AT 7PM ON THURSDAY 2ND DECEMBER 2021 AT THE TOWN HALL

MEMBERS OF THE PUBLIC: 0

MEMBERS OF THE LOCAL PRESS: 0

PROPER OFFICER IN ATTENDANCE: Jo Swift, locum Clerk

MEMBERS PRESENT: Councillors Shelbourn-Barrow (Chairman), Cole, Hix, Ralph, Smith, Tudgay (Deputy Chairman), Vagg and Walters.

143-22 **APOLOGIES**

Resolved – that apologies were accepted from Councillors Anderson, Atherton, Ellard, Greening, Olds, Power and Thomas.

144-22 **DECLARATIONS OF INTEREST**

Councillor Smith declared a pecuniary interest in respect of the draft budget and did not vote, due to his business doing the Councils IT.

145-22 **MINUTES OF THE PREVIOUS MEETING**

Resolved – that the minutes of the meeting held on 25th October 2021 were approved.

146-22 **BUDGET 2022/2023**

The following changes were made to the proposed draft budget:

- Election costs decreased to £2K
- Community Events increased to £5K to include the Over 70's lunch
- £1K put into a budget for markets
- £10K for match funding
- Emails and website increased to £1,200

Resolved – that with the above changes the draft budget of £419,316 was approved.

It was requested that the Project Development Officer provides a report of all the funding/grants that have been applied for, the successes, the money received and for what the funding is to be spent on. This information to be put on the Councils website.

The final budget and level of precept to be agreed at the January full Council meeting.

147-22 **FINANCES – OCTOBER 2021**

Resolved – that the finances for month 7 were noted:

- Payments
- Receipts
- Summary of receipts and payments against budget
- Bank balances

- 148-22 **SSDC WINCANTON TOWN CENTRE REGENERATION EVENTS & ACTIVIES GRANT**
It was noted that the successful grant application for the sum of £1,600 was used for Christmas trees and lights for shops and business. Business were asked for their permission to put trees on their properties, the Town Council did not purchase tree for the businesses.
- 149-22 **DEATH OF A SENIOR FIGURE POLICY**
Resolved – that the policy was approved with the ‘action, when and responsibility’ being completed asap.
- 150-22 **INTERNAL AUDIT 2022-2023**
Resolved – that the quote for the Internal Audit, for 2022-2023, was approved.
- 151-22 **RECRUITMENT**
Resolved – that the recommendations from the Personnel committee, to split the roles of the Town Clerk and Responsible Finance Officer as follows were approved:
- (i) That the role of Town Clerk and RFO is split and that the recruitment of a RFO/Committee Clerk, for 15 hours a week, that has already been started is continued.
 - (ii) That the hours for the Clerk will be 30 hours per week and the salary will be the same as that advertised recently for the RFO/Committee clerk.
- 152-22 **WELCOME BACK PROJECT**
Resolved – that the selection of Rocketbox as the design agency for the Welcome Back project as detailed in the agenda was approved.
- 152-23 **DATE OF NEXT MEETING**
The date of the next full Council meeting will be held on Monday 24th January 2022.

The meeting closed 20:35

Signed

Date