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Minutes of the **Policy and Resources** Committee meeting of Shepton Mallet Town Council that was hosted on Zoom on **Tuesday 5th January 2021 at 7pm.**

Present: Councillors S Hale (Chair) (*except item 7.9*), M Harrison, G Kennedy (*from item 7.6*), M Lovell, N Shearn.

In Attendance: C Starkie, Town Clerk,
L Evans, Assistant Town Clerk/Responsible Financial Officer

Public and Press: Two representatives from Hearthstone CIC, one representative from Windsor Hill Wood, one representative from Make the Sunshine, one representative from A&IT.
Councillor G Mayall (non-committee member)

Public Question Time

There were no public questions.

P&R 7.1 Apologies for absence

Apologies were received from Councillors B Height, C Inchley and T O'Connor.

P&R 7.2 Declaration of interest of matters related to this agenda

There were no declarations of interest.

P&R 7.3 Chair's Announcements

There were no Chair's announcements.

P&R 7.4 To receive the minutes from the last meeting 17th November 2020

The minutes from 17th November 2020 were received and accepted as a true record.

Resolved that:

The minutes of 17th November 2020 be signed as a true record.

SIGNED: (CHAIRMAN) DATE:.....

P&R 7.5 To adopt the Financial Risk Assessment and the Corporate Governance Statement for the financial year 2020/21

Councillors received a written report from the Responsible Financial Officer (RFO) to adopt the Financial Risk Assessment and Corporate Governance Statement which form part of the internal governance review.

Resolved that:

A recommendation is made to Full Council for the adoption of the Financial Risk Assessment and Corporate Governance Statement

The documentation be signed by the Chair of the Council and the Responsible Financial Officer.

Councillor Kennedy joined the meeting.

P&R 7.6 To consider and agree a Budget and Precept for 2021/22

Councillors received a written report from the RFO and Town Clerk containing a revised budget and precept proposal for the financial year 2021/22.

There were discussions around the revised budget and precept proposal which included provision for elections and the percentage increase.

The budget proposal funded by the precept equates to an increase on the average Band D property from £170.96 to £180.48, an increase of £9.52 a year to fund the additional £35,718.

A summary of the budget is shown as Appendix A.

Resolved that:

Councillors make a recommendation to full council on the following:

- a. That the budget for 2021/22 is £615,970.
- b. That the precept for 2021/22 is also £615,970.

P&R 7.7 To consider grant applications

Councillors received a written report from the RFO containing grant applications and to agree if a recommendation is made to full council to support the applications.

Councillors discussed the grant applications and other sources of funding which may be available and how best to allocate the Grants budget as agreed for 2021/22.

Resolved that:

A recommendation be put to full council to make these awards within the new financial year and within the budget allocation of £11,000 in the grants budget as follows:

- £800 to SWEDA (Somerset and Wessex Eating Disorders Association)
- £1,000 to Mendip YMCA (in addition to what it currently receives)
- £3,000 to the Rubbish Art Project

SIGNED: (CHAIRMAN) DATE:.....

- £3,000 to the Wassail Theatre Company
- £3,200 (year 1) to A&IT

P&R 7.8 To consider Community Donation applications

Councillors received a written report from the RFO containing Community Donation applications for support and funding.

Councillors heard from all applicants in support of their applications and asked questions regarding the projects.

Resolved that:

All applicants receive an offer in principle and that funding may be paid in stages.

- £1,500 to Hearthstone CIC which will be paid once match funding has been approved and demonstrated.
- £2,000 to Windsor Hill Wood for equipment and workshops.
- £1,990 to Make the Sunshine CIC for the theatre and Winter Wanderland projects.

Councillor Hale left the meeting.

P&R 7.9 To note the internal auditors report

Councillors received a written report from the RFO following the recent internal audit, with an action list.

Resolved that:

A recommendation be put to full council for Councillors to note and agree with this report and to delegate responsibility to the RFO to carry out the actions.

Councillor Hale rejoined the meeting.

P&R 7.10 To note the Risk Strategy and Register

Councillors received a written report from the Town Clerk on risks and how they are managed.

Resolved that:

Councillors note the report.

P&R 7.11 To note the position in relation to the General Power Competence

Councillors received a report from the Town Clerk noting the impact of resignations by councillors on the General Power of Competence status.

Resolved that:

Councillors note the report.

P&R 7.12 To agree the date of the next meeting

The next meeting of the council will be held on Tuesday 6th April 2021.

The meeting closed at 20:35

SIGNED: (CHAIRMAN) DATE:.....