

WOODBIDGE TOWN COUNCIL

Minutes of an **on-line** meeting of the **FINANCE COMMITTEE** held on **TUESDAY 23RD FEBRUARY 2021** at **6pm**

Councillors:

Present: S Bale, P Gillard, G Holdcroft, E O’Nolan, R Sanders, M Sutton and C Walsh

Absent without
Apologies: M Sylvester

In Attendance: Locum Town Clerk and Locum Deputy Town Clerk

Action

904. APOLOGIES FOR ABSENCE

There were no apologies for absence.

905. TO RECEIVE DECLARATIONS OF INTEREST

No Members declared any interest in matters on the agenda.

906. TO CONSIDER REQUEST FOR DISPENSATIONS

There were no requests from Councillors with a pecuniary interest in an item on this Agenda for a dispensation.

907. TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON 19TH JANUARY 2021

The Committee received and approved the signing of the minutes of the meeting 19th January 2021 as a true record.

908. PUBLIC QUESTIONS

There were no members of the public present.

909. TO REVIEW AND AGREE THE TERMS OF REFERENCE FOR INTERNAL AUDIT 2021/2022

The Committee reviewed and agreed that no further changes were required to the terms of reference for internal audit 2021/2022.

910. TO REVIEW THE GRANTS POLICY

The Committee reviewed the grants policy and agreed to: -

- a) Add the following policies/documents to the list which an applying organisation may be required to produce: -
 - i. Protection of Children and Vulnerable Adults (Safeguarding) Policy.
 - ii. Health & Safety Policy.
 - iii. Risk Assessments (covering activities for which funding is sought).
 - iv. Insurance Certification covering the activities for which funding is sought.

The Committee confirmed that priority would be given to 2021/2022 grant applications which supported post-covid recovery, particularly amongst the Council's tenants.

The Committee asked that grant recipients be asked to present a report to future meetings of the Council illustrating how the grant monies were spent.

911. TO NOTE THE EXISTENCE OF THE ELMHURST PARK AND KINGSTON FIELD CHARITIES AND AGREE A WAY FORWARD

The Committee noted the existence of the Elmhurst Park and Kingston Field charities and agreed the following action in order to agree a way forward: -

- a) To hold meetings of each Charity to agree the submission of outstanding annual returns.
- b) To contact the Charity Commission for advice as to whether each Charity could: -
 - i. Enter into a scheme whereby each Charity leases its lands to the Town Council on a long-term lease (with the Town Council taking on full management of the lands); or
 - ii. Be dissolved so that the Town Council could manage the lands as part of its estate.

The Committee recognised that each parcel of land would need to be registered with the Land Registry, and that current leases of parts of each Charity's land would need to be regularised at the end of the lease.

The Town Clerk was asked to confirm the extent of the lands transferred at Kingston Field and Elmhurst Park.

912. CLOSURE

The meeting was closed at 6.42pm.

Councillor Sutton
Chair