



Kington Town Council

The Old Police Station, Market Hall Street, Kington, HR5 3DP
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Minutes of the Finance & General Purposes Committee Meeting

held via video conferencing on 25th January 2021

In accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

PRESENT

IN ATTENDANCE

Cllr. R. Banks - Chairman
Cllr. E. Banks
Cllr. M. Fitton
Cllr. E. Rolls
Cllr. R. Widdowson

Liz Kelso - Clerk

	Agenda Item	<u>Actions</u>
F&GP 001-21	1. Apologies, declarations of interest and requests for dispensation Apologies were noted from Cllr. F. Hawkins. There were no declarations of interest and no requests for dispensation.	
F&GP 002-21	2. Minutes of the previous meeting Minutes of the meeting held on 23 rd November 2020 were adopted and the Chairman authorised to sign the minutes as a true record of proceedings at that meeting.	
F&GP 003-21	3. Update on financial matters since the last meeting Members noted that the banking arrangements for Kington Recreation Ground Trust have now been moved to Unity Trust Bank and the closure of the HSBC account for the Trust is in hand.	
F&GP 004-21	4. Review of current expenditure against budget It was noted that one item was incorreced coded in the accounts, current expenditure was reviewed against budget indicating no items that were considered outside of expected expenditure for the period.	
F&GP 005-21	5. Forward planning It was agreed that this be a standing item on the agenda but uncertainty over the effects of Coronavirus make forward planning difficult at this time, although a longer term view on some expenditure items, such as Christmas Lights, is currently being considered.	
F&GP 006-21	6. Appointment of Internal Auditor It is not yet clear whether the current internal auditor is prepared to continue for the forthcoming year but it was agreed that a move to a new auditor under	

the current circumstances with Coronavirus restrictions would not be appropriate.

F&GP 007-21

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Use of Payroll Provider

The Clerk reported that despite efforts to obtain multiple quotes from providers, only one quotation has been obtained from a payroll service provider which was quoted on a per employer per month basis of £28.00 per month. It was agreed that this needs to be approved by Full Council but the Clerk was authorised to discuss this further with the provider, particularly with regard to the addition of staff of Kington Recreation Ground Trust.

F&GP 008-21

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Staff Pensions

Members noted that no further action has occurred on this subject due to pressure of work but this needs to be resolved quickly.

F&GP 009-21

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Grant Payments

a) To consider grant applications

Members considered three applications as detailed on the attached sheet and considered each separately. After due consideration it was agreed to recommend rejection of one application from as the application does not meet the grant criteria of being from a locally based organisation. Of the other two applications, both were agreed in full and it was resolved to put all forward to Full Council for agreement.

b) To review grant policy

The current community grant policy document was considered and one small amendment agreed to allowed discretion by the Town Council to accept grants in excess of the usual £500 and more frequently than once per year in exceptional circumstances. This will be put to Full Council for agreement at the next meeting.

It was further agreed that a second policy is required for grants that may be met from the Covid Response Fund, being broadly in line with the Community Grant Policy but amended to reflect the nature of the Coronavirus Pandemic.

F&GP 010-21

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Items for the next agenda

There were no further items raised for the agenda other than those identified above.

F&GP 011-21

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Date of the next meeting

The next meeting will take place on Monday 19th April 2021 at 5pm.

There being no further business, the meeting was declared closed.

Chairman

Date: _____

Kington Town Council
Finance & General Purposes Committee held 21.1.2021
Grant Applications 2020-2021
Second Round

Organisation	Amount requested	Activity to be funded	Recommended Offer	Comments
iBelieve CIC	£500.00	To support work focused on supporting Black, Asian and Minority Ethnic group in Kington through telephone support and face to face support. Funding to be used to pay for travel, meals and stationery	£0	Application does not meet grant criteria of application by local group. Insufficient information on proposed project
Kington Food Bank	£300.00	To purchase fresh food in particular to supplement donated supplies of food stuffs for Kington residents in need	£300.00	Approval recommended. Applicant to be encouraged to apply to Covid fund if required
Kington Art Society	£500.00	To purchase storage facility/shed to accommodate display boards (also funded through a grant from KTC)	£500.00	Approval recommended

Total funds available this financial year (2020-21) £5,000.00

Total paid to date:

£1,000.00

Remaining budget this financial year

£4,000.00

Recommendation as above:

£800.00

Total commitment this financial year:

£1,800.00

Note: excludes application paid from Covid Relief Fund