



# 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**  
on 12<sup>th</sup> July 2021 at the Old Police Station, Kington

**PRESENT**

**IN ATTENDANCE**

Cllr. R. Banks - Chairman  
Cllr. T. Bounds  
Cllr. F. Hawkins  
Cllr. E. Rolls  
Cllr. I. Spencer

Liz Kelso - Clerk

**Agenda  
Item**

**Actions**

- |                        |    |  |  |
|------------------------|----|--|--|
| <b>F&amp;GP 021-21</b> | 1  | <b>Election of Chair</b><br>Cllr. Richard Banks was duly elected Chair of the Committee for the forthcoming year   |  |
| <b>F&amp;GP 022-21</b> | 2. | <b>Apologies, declarations of interest and requests for dispensation</b><br>Apologies were noted from Cllrs. E. Banks, M. Fitton, D. Redmayne and R. Widdowson. There were no declarations of interest and no requests for dispensation.   |  |
| <b>F&amp;GP 023-21</b> | 3  | <b>Election of Vice Chair</b><br>Cllr. D. Redmayne, having indicated a willingness to act, was duly elected Vice Chair of the Committee for the forthcoming year   |  |
| <b>F&amp;GP 024-21</b> | 4. | <b>Minutes of the previous meeting</b><br>Minutes of the meeting held on 30 <sup>th</sup> April 2021 were adopted and the Chairman authorised to sign the minutes as a true record of proceedings at that meeting.   |  |
| <b>F&amp;GP 025-21</b> | 5  | <b>Quarterly budget report</b><br>Members reviewed the reporting showing expenditure against budget for the quarter ended 30 <sup>th</sup> June 2021 indicating expenditure broadly in line with expectations, taking into account some expenditure timing issues. There were no matters that the committee felt should be brought to the attention of full council. |  |
| <b>F&amp;GP 026-21</b> | 6  | <b>Review of project proposals</b><br>The following projects, not identified when the budget for the current financial year was drafted, were considered:  |  |

- Memorial benches**  
 Members noted that as costs have not yet been quantified it was not possible to identify how this might be funded although some funds remain in the Covid Response budget for the current year which could be directed to this project. Given that the target date for delivery is September, seeking external contributions towards the cost might not be feasible but could be explored. This will be considered further once costs are identified.
- Municipal Gym**  
 Members noted that this project is unbudgeted for this financial year and as costs have not yet been quantified, it was not possible to identify how this might be funded. However, it was suggested that the working group should consider external funding sources as part of their proposal and any contribution from the town council would need to be investigated further once more information is available.

- F&GP 027-21**      7      **Annual Risk Review**  
 The Clerk presented the draft Annual Risk Review, noting that some probabilities had been adjusted in the light of experience during the year. After due consideration, it was agreed that the Annual Risk Review be presented to Full Council for approval.
- F&GP 028-21**      8      **Statement of Internal Control**  
 Members considered the draft Statement of internal Control and agreed that this be put to Full Council for approval and adoption. It was further agreed that training for councillors on financial procedures should be recommended to Full Council. A review of the effectiveness of the internal control measures would be conducted at a later date.
- F&GP 029-21**      9      **Items for the next agenda**  
 There were no other matters raised for the next agenda
- F&GP 030-21**      10      **Date of the next meeting**  
 Subject to confirmation, the next meeting will take place on 11<sup>th</sup> October 2021 at 6.00pm.

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

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 Chairman  
 Date: \_\_\_\_\_