

## WOODBIDGE TOWN COUNCIL

Minutes of a meeting of the **FINANCE AND STAFFING COMMITTEE** held in the Shire Hall, Market Hill, Woodbridge, on **TUESDAY 1<sup>st</sup> MAY 2018 at 7.00p.m.**

### **Councillors:**

Present: S Attwell, Lady C Blois, M Dale, P Gillard, V Harrup, P Mulcahy, C Perkins, M Sylvester (Chairman) and K Yule

Apologies: J Sayles

In Attendance: Town Clerk, Councillor Falconer, Councillor O’Nolan and 0 members of the public.

472. **MEMBERS AND OFFICERS WERE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY OR LOCAL NON-PECUNIARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THE AGENDA AND WERE ALSO REMINDED TO MAKE ANY DECLARATIONS AT ANY STAGE DURING THE MEETING IF IT BECOMES APPARENT THAT THIS MAY BE REQUIRED WHEN A PARTICULAR ITEM OR ISSUE IS CONSIDERED, AND TO DEAL WITH DISPENSATIONS AS REQUESTED BY INDIVIDUAL COUNCILLORS IN LINE WITH S33 OF THE LOCALISM ACT 2011**

One Councillor declared a non-pecuniary interest in item 480 as they are using the subject company for an upcoming event.

473. **COUNCILLORS WITH A PECUNIARY INTEREST IN AN ITEM ON THIS AGENDA, WHO WISH TO REMAIN, SPEAK AND/OR VOTE DURING CONSIDERATION OF THAT ITEM, MAY APPLY FOR A DISPENSATION BY WRITING TO THE TOWN CLERK PRIOR TO THE MEETING. APPLICATIONS MAY ALSO BE CONSIDERED AT THE MEETING ITSELF SHOULD THE NATURE OF THE INTEREST BECOME APPARENT TO A COUNCILLOR AT THE TIME OF THE MEETING.**

None.

474. **PUBLIC QUESTION TIME**

None.

475. **CONFIRMATION OF MINUTES OF THE MEETING HELD ON 27<sup>th</sup> FEBRUARY 2018**

**IT WAS RESOLVED** that the Minutes of the meeting held on Tuesday 27<sup>th</sup> February 2018 be confirmed and signed as a true record.

476. **MATTERS ARISING**

Councillors further discussed the chairs and tables outside of the Kingston Pavilion and requested the matter be discussed at the next Amenities and Finance and Staffing committee meetings. **Noted.**

Councillors further discussed the data audit report and deferred the matter to the next Finance and Staffing committee meeting. **Noted.**

477. **CONSIDERATION OF THE END OF YEAR AUDIT**

The Town Clerk gave a verbal report and tabled the Annual Governance and Accountability Return 2017/18 and the Internal Audit Report which had only become available that afternoon. Councillors noted a comment concerning lack of review of internal control and asked the Clerk to investigate whether this had been raised in previous reports.

478. **CONSIDERATION OF APPLICATIONS FORMS FOR THE HIRE OF WHISSTOCKS PLACE**

Councillors considered three applications to hire Whisstocks Place for public events later in 2018. After considerable discussion it was decided that as this is our showcase area, for this year only the following hirers would be asked to make contributions to service charges only, as follows;

- Woodbridge Shuck Festival - **£100.00**
- Maritime Woodbridge - **£100.00**
- Boat Jumble - **£50.00**

It would need to be made clear to hirers that whilst we now own the Quay in front of Whisstocks we are still awaiting the lease of the foreshore to be completed with the Crown Estates.

**It was agreed** to decide upon and implement a charging policy for Whisstocks Place at the next Finance and Staffing meeting.

479. **CONSIDERATION OF THE BANK MANDATE GIVING THE NEW TOWN CLERK FINANCIAL RESPONSIBILITY**

**It was agreed** that the Chairman should sign the Bank Mandate.

480. **UNDER SECTION 110A (4) OF THE LOCAL GOVERNMENT ACT 1972, THE PUBLIC AND ACCREDITED REPRESENTATIVES OF NEWSPAPERS BE EXCLUDED FROM THE MEETING FOR THIS ITEM OF BUSINESS ON THE GROUNDS THAT IT INVOLVES THE LIKELY DISCLOSURE OF EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 3, PART 1 OF SCHEDULE 12A OF THE ACT AND THAT IN ALL CIRCUMSTANCES OF EACH CASE THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHED THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION.**

Councillor Martin Sylvester  
Chairman