



WALMER TOWN COUNCIL
62 The Strand, Walmer, Deal, Kent CT14 7DP

Tel/Fax: 01304 362363

Web site: www.walmercouncil.co.uk E-mail: clerk@walmercouncil.co.uk

Dated the 16th January 2024

F+GP Cttee: Cllr P Jull, Cllr J Murray, Cllr M Eddy, Cllr M Simpson, Cllr P Ludwig, Cllr A Friend, Cllr K Lee, Cllr D Richardson, Cllr S Waite-Gleave

You are hereby summoned to attend a meeting of THE FINANCE & GENERAL PURPOSES COMMITTEE to be held at 7pm Wednesday 24th January 2024 at:

8, The Strand, Walmer, CT14 7DP.

Roland Aldred
Town Clerk

AGENDA

- 1. APOLOGIES FOR ABSENCE.**
- 2. DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members in respect of business to be transacted on the agenda.
- 3. OPENNESS AND TRANSPARENCY**
To remind those present of the following: -
The right to record, film and to broadcast meetings of the council, committees and sub committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. While those attending meetings are deemed to have consented to the filming, recording, or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998. Any person or organisation choosing to film, record or broadcast any meeting of the Council or a committee is responsible for any claims or other liability from them so doing.

- 4. MINUTES** Attach 1
Approve the minutes of the meeting held on 29th November 2023.
- 5. GRANT APPLICATIONS**
Current grant spend year to date £1200 of a budget of £3000
- i. To review grant applications received.
 - a) The Deal Society ENC 1
 - b) Deal, Walmer and Kingsdown Regatta Association ENC 2
 - c) Deal TGI Tang Soo Do ENC 3
 - ii. To review and make a recommendation on increasing the maximum amount on a small grant request to £500 in line with the Nature and Biodiversity Grant.
- 6. COUNCIL FINANCE UPDATES**
- i. To receive the current year quarterly update on the Council's spending vs the budget for full year 2023/2024. Attach 2
 - ii. To agree the Bank Reconciliation up to 31/12/23. ENC 4
- 7. VOLUNTARY ANNOUNCEMENT OF OTHER INTEREST**
To decide whether to recommend to full council to adopt the attached description of VAOI's. Attach 3
- 8. Confidential to be held under the Public Bodies (Admission to Meetings) Act 1960**
To exclude the public from matters in item 9.
- 9. GRANTS**
To decide on recommendations to Full Council in relation to grants applied for by
- i. The Deal Society
 - ii. Deal, Walmer and Kingsdown Regatta Association
 - iii. Deal TGI Tang Soo Do
- 10. NEXT MEETING**
30th of April 2024 @ 7pm



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MINUTES

DRAFT Minutes of the meeting of the Finance & General Purposes Committee held at 7pm on Wednesday, 29th November 2023 at 8 The Strand, Walmer

Present: Cllr P Jull (Chairman), Cllr M Eddy, Cllr P Ludwig, Cllr A Friend, Cllr J Murray, Cllr D Richardson, and Cllr T Bond (ex officio)

Officer(s) Roland Aldred (Town Clerk)

374. APOLOGIES FOR ABSENCE.

Cllrs Lee, Simpson and Waite-Gleave offered apologies and were accepted.

375. DECLARATIONS OF INTEREST.

No declarations were made.

376. OPENNESS AND TRANSPARENCY.

The Chairman reminded all present of their responsibilities under the Local Government Audit and Accountability act in respect of the public attending and recording meetings.

377. MINUTES.

The minutes of the meeting of the meeting on the 18th October 2023 were received. A small grammatical changes was made.

RESOLVED – To accept the minutes as a true and accurate record after the amendments of the meeting of the 18th October 2023 meeting.

Proposed – Cllr Friend

Seconded – Cllr Eddy

378. COUNCIL FINANCE UPDATES.

To receive the current year update on the Council's spending vs the budget for full year 2023/2024.

Members were presented with a written report on the current financial spending of the council for year to date of 2023/24.

NOTED – Members agreed to note the report.

Proposed – Cllr Jull

Seconded Cllr Eddy

379. COUNCIL AUDITOR.

Members considered ideas for the Councils Internal Auditor to review for the upcoming visit.

RESOLVED – To request the Auditor to come in late January to review the Draft standing orders and the Councils insurance policy.

Proposed – Cllr Murray

Seconded – Cllr Eddy

380. BUDGET.

Members reviewed a budget proposal put together by the Clerk and previously reviewed by the Finance and General Purposes Chairman. The Clerk gave explanation of the increases in the budget to the toilet grant provided to DDC.

RESOLVED – To accept an amended budget for recommendation to DDC, the toilet grant will be reduced back to providing for just the two toilets. A meeting to be requested with Roger Walton and Nadim Aziz and Walmer Town Councils Chairman, Clerk and the Chairman of Finance and General Purposes to discuss this.

An addition of £1000 to the Emergency Works (trees , Hedges ect) will be added. A note will be added to the budget to explain that there is no budget for this year in Tree Planting as tree planting for 24/25 will occur at Churchill Ave and Stony Path and the amounts are included in these budgets.

381. DATE OF NEXT MEETING.

24th January 2024.

The meeting ended at 19.40 hrs

Chairman:

Date:

Walmer Town Council Financial Status @ 31st December 23 vs budget and Vs last year

Income

2023/24					
Code	Title	Budget	Actual	Balance for yr	% of budget remain
100	Admin	£0.00	£0.00	£0.00	0.00%
108	Lloyds Income	£0.00	£40.00	£-40.00	0.00%
110	Allotments	£1,900.00	£205.00	£1,695.00	89.21%
111	Bank interest - Co-op	£0.00	£0.00	£0.00	0.00%
112	Interest - unity deposit	£0.00	£3,391.57	£-3,391.57	0.00%
130	Bank Interest	£0.00	£0.00	£0.00	0.00%
170	Events	£8,200.00	£6,761.30	£1,438.70	17.55%
180	Grants and donations	£500.00	£600.00	£-100.00	-20.00%
190	Hawkshill	£80.00	£80.11	£-0.11	-0.14%
200	Land Management	£917.15	£890.95	£26.20	2.86%
210	Office Premises	£0.00	£0.00	£0.00	0.00%
215	Public Works Loan	£0.00	£0.00	£0.00	0.00%
220	Precept	£246,119.85	£246,119.85	£0.00	0.00%
240	Projects and Activities	£0.00	£0.00	£0.00	0.00%
	Total	£257,717.00	£258,088.78	£-371.78	-0.14%

Expenditure

2023/24					
Code	Title	Budget	Actual	Balance for yr	% of budget remain
1000	Admin	£26,550.00	£7,602.49	£18,947.51	71.37%
1100	Allotments	£1,600.00	£1,123.91	£476.09	29.76%
1300	Audit Fees	£1,200.00	£750.00	£450.00	37.50%
1400	Climate Emergency	£387.00	£102.80	£284.40	73.49%
1500	Capital Expenditure	£10,000.00	£0.00	£10,000.00	100.00%
1600	Election Expenses	£5,000.00	£9,040.88	£-4,040.88	-80.82%
1700	Events	£12,500.00	£10,322.22	£2,177.78	17.42%
1800	Grants and Donations	£4,500.00	£1,200.00	£3,300.00	73.33%
1900	Hawkshill	£8,800.00	£0.00	£8,800.00	100.00%
2000	Land Management	£4,800.00	£1,370.70	£3,429.30	71.44%
2100	Office Premises	£8,000.00	£9,955.16	£-1,955.16	-24.44%
2150	Public Works Repayment	£15,130.00	£15,126.80	£3.20	0.02%
2300	Professional and Legal	£4,950.00	£1,771.32	£3,178.68	64.22%
2400	Projects and Activities	£28,700.00	£5,651.59	£23,048.41	80.31%
2500	Publicity and Promotion	£2,000.00	£172.00	£1,828.00	91.40%
2600	Quadrennial Tree Survey	£0.00	£0.00	£0.00	0.00%
2700	Salaries and staff costs	£100,000.00	£82,597.52	£17,402.48	17.40%
2710	Staff Payroll Processing	£600.00	£640.13	£-40.13	-6.69%
2720	Staff Training	£0.00	£698.65	£-698.65	0.00%
2800	Stony Path	£2,000.00	£0.00	£2,000.00	100.00%
2900	Tree Planting	£4,000.00	£0.00	£4,000.00	100.00%
3000	Contingency	£17,000.00	£0.00	£17,000.00	100.00%
	Total	£257,717.00	£148,125.97	£109,591.03	42.52%

2022/23	
Prior Yr actual	% +/-
£0.00	0.00%
£0.00	100.00%
£432.83	-52.64%
£18.87	-100.00%
£0.00	100.00%
£508.27	-100.00%
£8,234.83	-17.89%
£90.34	564.16%
£80.11	0.00%
£873.48	2.00%
£0.00	0.00%
£0.00	0.00%
£233,892.41	5.23%
£0.00	0.00%
£244,131.14	5.72%

2022/23	
Prior Yr actual	% +/-
£12,743.98	-40.34%
£5,328.51	-78.91%
£1,300.00	-42.31%
£5,018.55	-97.96%
£0.00	0.00%
£5,308.04	70.32%
£10,851.34	-4.88%
£3,185.30	-62.33%
£1,733.97	-100.00%
£4,822.78	-71.58%
£13,017.06	-23.52%
£15,126.80	0.00%
£4,507.87	-60.71%
£32,405.50	-82.56%
£877.17	-80.39%
£0.00	0.00%
£90,093.48	-8.32%
£523.40	22.30%
£396.09	76.39%
£4,350.00	-100.00%
£0.00	0.00%
£0.00	0.00%
£211,589.84	-29.99%

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.