Wadebridge Town Council

Minutes of Finance & General Purposes Committee meeting held on Monday 22 June 2026 at 7pm in the Main Hall, Wadebridge Town Hall

Present: Cllrs; J Metcalfe, L Mitchell, G Welch, I Welch, J Pearce & G Pearce
In Attendance: Anne Minnis (Town Clerk), Jacqui Allen (Finance Officer)
Public Present: Representatives for each of the Grant Applications submitted were in attendance and Cllr T Mott as a member of the public

Fin 410/26 **To appoint Chairman for 26/27** – It was ***RESOLVED*** to appoint Cllr Gill Welch F&GP chairman for 26/27.

Fin 411/26 **To appoint Vice Chair for 26/27 -** It was ***RESOLVED*** to appoint Cllr Jules Metcalfe F&GP vice chair for 26/27.

Fin 412/26 **To receive and approve apologies for absence** –
It was ***RESOLVED*** to accept apologies from Cllr K Rowe, Cllr B Kennelly and Cllr D Moore all due to family commitments.

Fin 413/26 **To receive Declarations of Interest.**
a) Pecuniary Interests - None
b) Non-Registerable Interests – None
c) Dispensations – None.

Fin 414/26 **Minutes of last meeting** – The Minutes of the meeting held on 30 March 2026 were ***RESOLVED*** to be a true record.

Fin 415/26 **Public Participation -** members of the public spoke in support of the grant applications on Agenda Items 8i and 8ix respectively.

Fin 416/26 **Finance (information tabled)**

a) **Budget monitoring figures to 31st May 2026 -** Members reviewed the report and ***RESOLVED*** to accept the budget monitoring figures as presented.

b) **Bank reconciliation for March, April and May 2026** - Chair and Vice Chair had reviewed and signed the bank reconciliations prior to the meeting.

c) **To consider the Council's response to the Internal Audit Report for year ended 31/03/26** – It was ***RESOLVED*** to approve the report as it was presented.

d) **To agree those Councillors to be signatories for approval** – Deferred to next meeting, awaiting further information from the internal auditor.

e) **To discuss and agree Councillors' review of internal controls. –** It was ***RESOLVED*** that the Chair and Vice Chair will review the internal controls.

Fin 417/26 **Grant Applications** GW accepted

i. **Concern Wadebridge** – Councillors noted that Concern Wadebridge is applying for the Grant on behalf of MS Society NC Support Group to cover set up and running costs of the group for the first 12 months. This is not ordinarily excepted under the current scheme (as all applicants are required to have their own bank account in the name of the organisation), however on the occasion is accepted due to the financial status of the MS Society NC Support Group, with the condition it cannot happen in future years. Concern Wadebridge were asked to provide a finance report from the MS Society SW to confirm the status.

It was ***RESOLVED*** to award a grant of £480 under Section S137, subject to the above conditions.

ii. **Cornwall Hospice Care** – Councillors voiced concerns the overall expenditure of the event could prove not financially viable due to the set up costs and therefore have no benefit to Wadebridge Parishioners. Councillors pointed out that they would look favourably should the Hospice wish to apply for direct funding.

It was ***RESOLVED*** to decline the grant application.

iii. **Egloshayle Church** - It was ***RESOLVED*** to award a grant of £500 under Section S137

iv. **Hopeful Monsters Theatre Company** - It was ***RESOLVED*** to award a grant of £500 under Section S137

v. **Play Nicely** – Councillors requested confirmation that Wadebridge Children will benefit from the Summer School and request that **children of the parish are offered places first to comply with the conditions of the grant.**

It was ***RESOLVED*** to award a grant of £500 under Section S137

vi. **Wadebridge Bowling Club** - It was ***RESOLVED*** to award a grant of £444 under Section S137

vii. **Wadebridge Carnival** - It was ***RESOLVED*** to award a grant of £500 under Section S137

viii. **Wadebridge Country Market** - It was ***RESOLVED*** to award a grant of £500 under Section S137

ix. **Wadebridge & District Garden Produce Association** - It was ***RESOLVED*** to award a grant of £300 under Section S137

Fin 418/26 **Grant Policy 2026/27** – Councillors reviewed the current policy and requested the following amendments.

- Benefiting organisation must complete and submit the Grant Application
- Specify with as much detail and proof as possible as to what funds are required for, it was noted the more detail provided will benefit the application being successful.
- Recipients must attend the Annual Town Meeting to provide an update as this is a requirement of the Grant process. **Applicants will be advised** that non attendance will mean future grant applications will not be considered.

Cllr Ian Welch left the meeting at 7.51pm and returned at 7.57pm

It was ***RESOLVED*** to approve the Grant Policy subject to the above amendments being agreed by email.

Fin 419/26 **Public Liability Insurance -** Councillors considered information from its Insurance Company stating that Subject to the Council's approval, the Hirer Liability cover can be granted to an individual or group who wish to hire the premises for non-commercial activities that are regarded as being for the benefit of the local community. If the Council is satisfied their activities meet these criteria, they will not need to arrange their own Public Liability Insurance.

It was ***RESOLVED*** that the Clerk and Finance Officer have delegated authority to apply the above when required.

Fin 420/26 **Proof of Life Service –** It was ***RESOLVED*** to apply the following charges for this service

- Wadebridge Parishioners - £20 plus VAT
- Non-Parishioners - £70 plus VAT

Fin 421/26 **Hot Desking (Board Room) –** Councillors considered information tabled

i. It was ***RESOLVED*** to approve the scale of charges as presented, with a cost of £10 per morning session, £10 per afternoon session or £15 for a full day **(plus VAT).**
ii. It was ***RESOLVED*** to approve the booking conditions as presented.

Fin 422/26 **Councillors Allowances** – it was ***RESOLVED*** to approve the new allowances for 2026/27, as follows

- Councillors Allowance - £216.41 per annum
- Chairmans Allowance - £329.61 per annum

Fin 423/26 **Mileage Rates –** it was ***RESOLVED*** to acknowledge and accept the new mileage rates which are applicable for 2026/27 (NJC Green Book).

Fin 424/26 **Confidential matters:** *It was **RESOLVED** to suspend Standing Order 1.c., so that the Press and Public be excluded from the meeting for the following item of business because of the confidential personnel nature of the business to be transacted - Public Bodies (Admission to Meetings) Act 1960.*

i. **Rugby Club** – It was ***RESOLVED*** for the Clerk to contact the Council's solicitors regarding the non progress of the lease and revised rent **(after already agreeing an extension to the lease term to assist the club as they requested with their funding applications),** The new lease is required to be agreed and in place by 31st August 2026, otherwise the Council may revert to the notice of eviction from December 2024.

Fin 425/26 **Dates of next meetings**

- **Civic Service** – Sunday 13 September 2026, Egloshayle Church.
- **Full Council** – Wednesday 16 September 2026.

Meeting closed at 9.00pm

Signed as a True and Accurate Account:

Chair: GILL WELCH ..... Date: 5.10.26 .....