



Council Committee Minutes
Minutes of a meeting of Langport Town Council's

Finance and Personnel Committee

Held on **Wednesday 10th September 2025** at 7.00pm

Present:	
Cllr M Crumb (Chair) Cllr Glas	Cllr Donald Cllr Dromgoole

Also present: Gerard Tucker – Town Clerk, Morag Kelly Deputy Town Clerk

FP2025/14 To receive Apologies for Absence and to approve the reasons given.
(LGA 1972 s85 (1)) Apologies were received from Cllrs Peterkin and Wilson.

FP2025/15 Declarations of Interests -

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). *(NB this does not preclude any later declarations)*

FP2025/16 To approve and sign as a correct record the minutes of the meeting held on Wednesday 18th June 2025 (LGA 1972 sch 12, para 41 (1))

The minutes of the previous meeting having been circulated were considered correct and were duly signed by the Chair.

**FP2025/17 To receive requests for Grant Awards:
Regular Funding of amounts /less than £1,000**

Langport Food Bank requested £750 to support the gathering and redistribution of food to people in need living within the locality. The organisation meets the needs of many local people and is considered an enormous benefit to the community. Cllr Dromgoole proposed, seconded by Cllr M Crumb that the grant is awarded in full. Unanimous 4-0-0

Grants – A total of £10,250 has been included in the 2025-26 budget for grants. The application having been approved leaves £7,400 available in the S137 budget.

FP2025/18 To Receive requests for Grant Awards:

Funding amounts of *more* than £1,000

No applications have been received for consideration at this meeting:

FP2025/19 To consider the installation of a pétanque court on Cocklemoor, using funds currently held in the Langport Town Trust account.

The clerk drew the committee's attention to the funds currently held in the Langport Trust account. These are to be used for projects associated to or located on Cocklemoor. An aspiration to install a pétanque court on Cocklemoor was identified in the parish survey. The clerk sought guidance from the committee to the principal of using some of the funds for this purpose and asked that if they warmed to the idea, a request is submitted to Full Council. Cllr Dromgoole proposed, seconded by Cllr Glas and unanimously agreed that this item is referred to Langport Town Council for their consideration.

FP2025/20 To consider the purchase of six new half barrel planters and bedding plants for these and the remaining existing planters.

Langport has benefitted this year from the introduction of additional hanging baskets and the management of existing planters. Many of the planters have now become either worn out or damaged and to remain vibrant, should be replaced. In response, councillors appreciated the effort taken to brighten the town with flowers, yet asked if consideration could be given to expanding the number of planters in the future. Rather than approve the replacement of existing planters, the clerk was to create a plan of the town centre, identifying locations for additional planters together with a cost breakdown and present to the next meeting of the committee.

FP2025/21 To receive a quote from Pete Saunders for the repair of three sections of the Cemetery Wall which have been damaged by vehicles.

Following the completion of the repair of the cemetery wall in Kennel Lane, three areas of the wall that have been damaged by vehicles and need to be repaired were identified. Peter Saunders Masonry has submitted a quote for the works which totals £1,800. This compares to two quotes received approximately two years prior which the lowest was £3,600. Having seen the quality of workmanship and the relatively low quote by comparison, Councillor M Crumb proposed, seconded by Cllr Dromgoole it was unanimously **AGREED** to proceed. 4-0-0

FP2025/22 To receive the Income and Expenditure for July and August together with the balances of all accounts.

The balances of all the accounts was presented to the committee, together with the detail of income and expenditure for the last two months. There were no questions forthcoming.

FP2025/23 To receive a budget monitoring summary for the financial year to date.

The detailed budget was presented to the committee. 54% of the annual budget has been committed after 5 months. Broadly, we are on target to remain within budget. Overspends at present are only Cocklemoor maintenance, which will be vired across from an earmarked reserve. Councillors proposed and agreed that the budget monitoring was being administered appropriately.

FP2025/24 To present the market income for June, July and August 2025.

Income for the three months June – August were relayed to the committee.

Friday Markets income – £1,100

Saturday Market income - £584

Vintage Markets income - £315

Total all incomes £1,999

FP2025/25 To present the EV Charging income for the year to July 2025.

In order to understand if there was a sufficient margin of income being generated over the cost of electricity purchased, the committee was presented with a full cost break down and income by month. In summary, approximately 1/3rd income comes to the council and 2/3rds income covers the cost of purchasing electricity. Councillors agreed to continue with the same split, yet to review the situation after each review of energy prices.

FP2025/26 Internal Audit recommendations:

a) That Langport Town Council applies for a Credit Card for Officers to use for council purchases. A verbal update was presented to the meeting, summarising that obtaining a credit card was in hand and will soon be available.

b) That Langport Town Council updates their Standing Orders in line with the latest NALC model documents. To conform with the recommendations of the internal auditor and to align ourselves with the guidance from the National Association of Local Councils (NALC) the model Standing Orders were amended to meet with the specific requirements of Langport Town Council and presented to the meeting. With the exception of a few spelling and grammatical errors, the revised Standing Orders were approved by the committee and will be presented to Full Council in October for approval and implementation.

There being no other business, the meeting was closed at 8.35pm

Signed

Date

