



## **PUBLIC NOTICE**

### **FINANCE AND STAFFING COMMITTEE**

**ALL COUNCIL MEETINGS ARE OPEN TO THE PRESS AND PUBLIC**

***This Meeting will be streamed live on the Minehead Town Council Facebook Page***

There will be a Meeting of the Finance and Staffing Committee of Minehead Town Council, to which all Committee members are summoned, at the Community Centre, Irnham Road, Minehead TA24 5DW on Monday 13 June 2022 at 7.30pm. The Meeting will consider the items set out below.

Ms Sam Rawle  
Clerk

7 June 2022

Enquiries: 01643 707213 or email [admin@mineheadtowncouncil.co.uk](mailto:admin@mineheadtowncouncil.co.uk)

Chair: Cllr M Kingston-James

Councillors: Cllr M Burke, Cllr C Gilberto, Cllr M Kravis, Cllr J Malin, Cllr C Palmer\*,  
Cllr M Palmer, Cllr T Venner\* (Deputy Chair)  
*(\* denotes Somerset West and Taunton District Councillor "SWaT")*

# AGENDA

**Please note that the Meeting will be digitally recorded**

*Members are reminded that Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and Biodiversity*

- 1 **To receive** Apologies for Absence [LGA 1972 s85 \(1\)](#)
- 2 **To receive** Councillors' Declarations of Interest and any Dispensations [In accordance with the provisions of the Localism Act 2011 in respect of members](#)
- 3 **To approve** the Minutes of the Finance & Staffing Committee Meeting held on 11 April 2022 - *Minutes to be agreed by Councillors who were in attendance*
- 4 **To adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)
- 5 **Finance**
  - 5.1 **To approve** urgent payments for June 2022
  - 5.2 **To approve** payments under £1,000 for June 2022
  - 5.3 **To recommend** to Full Council payments over £1,000 for June 2022
  - 5.4 **To approve** payments by Procurement Card for May/June 2022
  - 5.5 **To approve** Regular Payments for May 2022
  - 5.6 **To receive** the Income Report for May 2022
- 6 **To consider** Small Grant Applications:
  - (a) Minehead Gardening Club (£300)
  - (b) Minehead & Exmoor Music Festival Society (£500)
  - (c) Minehead Girls' Brigade (£120)
- 7 **To receive** the Internal Audit Report
- 8 **To agree** Governance Statement and Final Accounting Statements 2021/22
- 9 **To agree** the confirmation of the dates of the period for the exercise of public rights
- 10 **To agree** the purchase of a ride-on mower
- 11 **To resolve** to exclude members of the Press and Public
- 12 Confidential Items