



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 6 December 2021** at **7.30pm**. The Meeting will consider the items set out below.

Ms Sam Rawle
Clerk

1 December 2021

Given the ongoing advice about COVID-19, we respectfully ask that any members of the public wishing to attend/speak at a Council Meeting please contact the Clerk by 12 noon on the working day preceding the Meeting, giving their full contact details - otherwise they will not be allowed to enter

Enquiries: 01643 707213 or email admin@mineheadtowncouncil.co.uk

Chair: Cllr C Palmer*

Councillors: Cllr T Bloomfield, Cllr M Burke, Cllr O Harvey, Cllr A Lawton (Deputy Chair), Cllr R Lillis, Cllr J Malin, Cllr M Palmer, Cllr H Rose, Cllr T Venner*

(* 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 8 November 2021 - *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 December 2021
 - 5.2 **To approve** payments under £1,000 for December 2021
 - 5.3 **To recommend** to Full Council payments over £1,000 for December 2021
 - 5.4 **To approve** payments by Procurement Card for November 2021
 - 5.5 **To approve** Regular Payments for November 2021
 - 5.6 **To receive** the Income Report for November 2021
- 6 **To receive** a Verbal Report regarding Bank Reconciliations for the period ended 30 November 2021
- 7 **To note** the Actions Log
- 8 **To recommend** draft Budget and Precept 2022/23
- 9 **To recommend** Minehead Town Council's Vision and Priorities
- 10 **To consider** Small Grant Application from:
 - 10.1 Chamber Orchestra of the West
- 11 **To resolve** to exclude members of the Press and Public
- 10 **To resolve** to exclude members of the Press and Public
- 11 **Confidential Items**