



## **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 11 October 2021 at 7.30pm**. The Meeting will consider the items set out below.

Ms Sam Rawle  
Clerk

5 October 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](mailto: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 13 September 2021 - *Minutes to be agreed by Councillors who were in attendance* *Attached*
- 4 **To adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)
- 5 **Finance**
  - 5.1 **To approve** urgent payments for October 2021 *To follow*
  - 5.2 **To approve** payments under £1,000 for October 2021 *To follow*
  - 5.3 **To recommend** to Full Council payments over £1,000 for October 2021 *To follow*
  - 5.4 **To approve** payments by Procurement Card for September 2021 *To follow*
  - 5.5 **To approve** Regular Payments for September 2021 *To follow*
  - 5.6 **To receive** the Income Report for September 2021 *To follow*
- 6 **To note** the Actions Log *To follow*
- 7 **To note** completion of the Annual Governance and Accountability Return (AGAR) for 2021 *Attached*
- 8 **To receive** the Interim Report of the Internal Auditor 2021-2022 *Attached*
- 9 **To recommend** to Full Council Grant Funding at Irnham Road Recreation Ground *To follow*
- 10 **To discuss** the provision of Christmas lights in Wellington Square and The Parade 2021-2023 – verbal report from the Deputy Clerk
- 11 **To receive** a verbal report on “Changing Places” toilet provision
- 12 **To discuss** the restoration and conservation of four paintings owned by Minehead Town Council *To follow*
- 13 **To resolve** to exclude members of the Press and Public
- 14 **Confidential Items**