



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 9 August 2021** at **7.30pm**. The Meeting will consider the items set out below.

Ms Sam Rawle
Clerk

3 August 2021

Given the ongoing controls due to 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 (i) **To approve** the Minutes of the Finance & Staffing Committee Meeting held on 8 March 2021 - *Minutes to be agreed by Councillors who were in attendance*

(ii) **To approve** the Minutes of the Finance & Staffing Committee Meeting held on 12 July 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 August 2021
 - 5.2 **To approve** payments under £1,000
 - 5.3 **To recommend** to Full Council payments over £1,000
 - 5.4 **To approve** payments by Procurement Card
 - 5.5 **To approve** Regular Payments for July 2021
 - 5.6 **To receive** the Income Report for July 2021
- 6 **To receive** a verbal report regarding Bank Reconciliations for the period ended July 2021
- 7 **To note** the Actions Log
- 8 **To agree** the purchase of a ride-on lawnmower
- 9 **To agree** review of Council's Policies
- 10 **To resolve** to exclude members of the Press and Public
- 11 **Confidential Items**