



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

Due to Coronavirus (Covid-19) measures, Minehead Town Council has set-up a Remote, Virtual Meeting system using "Zoom" technology. Any member of the public wishing to attend the Remote, Virtual Meeting will need to submit their request to do so by emailing admin@mineheadtowncouncil.co.uk **no later than Friday 4 December 2020**.

If you would like to speak at the Remote, Virtual Meeting please email admin@mineheadtowncouncil.co.uk **no later than Friday 4 December 2020** and inform the Clerk as to the relevant Agenda item.

There will be a Remote, Virtual Meeting via "Zoom" of the Finance and Staffing Committee of Minehead Town Council, to which all Committee members are summoned, on **Monday 7 December 2020 at 7.30 pm**. The Meeting will consider the items set out below.

Sam Rawle
Clerk

2 December 2020

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

Chair: Cllr C Palmer*

Councillors: Cllr T Bloomfield, Cllr N Hercock, Cllr A Lawton (Deputy Chair), Cllr J Malin, Cllr B Mandley, Cllr M Palmer, 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 adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)
- 4 **Finance**
 - 4.1 **To approve** Regular Payments for November 2020
 - 4.2 **To approve** payments under £1,000
 - 4.3 **To recommend** to Full Council payments over £1,000
 - 4.4 **To receive** the Income Report for November 2020
 - 4.5 **To approve** the Wages for December 2020
- 5 **To receive** a Verbal Report regarding Bank Reconciliations for the period ended 31 October 2020
- 6 **To receive** a Verbal Report regarding the "Actions' Log"
- 7 **To receive** the Chairman's Monthly Verbal Report
- 8 **To discuss** and agree a donation for the provision of Meals and/or Gifts for the vulnerable and/or needy people of Minehead, for Christmas and New Year's Day
- 9 **To discuss** on-going costs in relation to Old Town Hall Clock
- 10 **To consider** grant application from West Somerset Advice Bureau
- 11 **To discuss** charges for the watering and maintenance service for hanging baskets summer 2021
- 12 **To recommend** draft Budget & Precept 2021/22
- 13 **To resolve** to exclude members of the Press and Public
- 14 **Confidential Items**