



MINEHEAD TOWN COUNCIL

MINUTES OF THE FINANCE AND STAFFING COMMITTEE MEETING HELD ON MONDAY 10 JANUARY 2022 AT 7.30 PM AT THE COMMUNITY CENTRE, IRNHAM ROAD, MINEHEAD TA24 5DW

A recording of the Meeting was posted on MTC Facebook page

The Meeting was 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

Present: Chair: Cllr C Palmer*

Councillors: Cllr M Burke, Cllr A Kingston-James, Cllr A Lawton (Deputy Chair),
Cllr M Palmer, Cllr H Rose, Cllr T Venner*

(denotes Somerset West and Taunton District Councillor "SWaT")*

Officers in Attendance: Mr B Howe – Deputy Clerk

Members of the Public and Press: 0 member of the public
0 members of the press

Councillors Absent: Cllr O Harvey, Cllr R Lillis

Cllr C Palmer welcomed Councillors and Officers to the Meeting and the public watching on Facebook.

1405 TO RECEIVE APOLOGIES FOR ABSENCE [LGA 1972 s85 \(1\)](#)

Apologies had been received from Cllr T Bloomfield, Cllr P Bolton and Cllr J Malin.

1406 TO RECEIVE COUNCILLORS' DECLARATIONS OF INTEREST AND ANY DISPENSATIONS

[In accordance with the provisions of the Localism Act 2011 in respect of members](#)

Member	Item	Interest	Time Period	Speak/Vote
Cllr A Kingston-James	1409.2	Personal	10.01.2022	Stayed in the room: did not speak or vote
Cllr C Palmer	All	SWaT Councillor	2021	Stayed in the room, spoke and voted
Cllr T Venner	All	SWaT Councillor	2021	Stayed in the room, spoke and voted

DISPENSATIONS [Localism Act 2011](#)

There were no dispensations requested.

- 1407 TO APPROVE THE MINUTES OF THE FINANCE & STAFFING COMMITTEE MEETING HELD ON 6 DECEMBER 2021 - *MINUTES TO BE AGREED BY COUNCILLORS WHO WERE IN ATTENDANCE*

Proposed: Cllr C Palmer
Agreed with all in favour.

Seconded: Cllr Rose

- 1408 TO ADJOURN THE MEETING FOR PUBLIC INCLUSION [Standing Order No 3e](#)

No-one had asked to speak.

- 1409 FINANCE

- 1409.1 *To approve urgent payments for January 2022*

Payments 1-5, totalling £29,515.88, including £19,969.10 for staff salaries.

Proposed: Cllr C Palmer

Seconded: Cllr A Kingston-James

Agreed with all in favour to approve the urgent payments for January 2022.

- 1409.2 *To approve payments under £1,000 for January 2022*

Payments 6-25, totalling £6,603.39.

Proposed: Cllr C Palmer

Seconded: Cllr Burke

Agreed with 1 abstention and 6 in favour.

- 1409.3 *To recommend to Full Council payments over £1,000 for January 2022*

Payments 26-29, totalling £21,219.90.

Proposed: Cllr C Palmer

Seconded: Cllr M Palmer

Agreed with all in favour to recommend to Full Council payments over £1,000 for January 2022.

- 1409.4 *To approve payments by Procurement Card for December 2021*

Items 30-37, totalling £547.25.

Cllr Venner asked what the first two payments, to Microsoft, represented. The Deputy Clerk said that one was for the email address and he would check the other payment and report back to Cllr Venner.

Proposed: Cllr C Palmer
Agreed with all in favour.

Seconded: Cllr Rose

1409.5 *To approve Regular Payments for December 2021*

Items 1-29, totalling £8,216.19.

The Deputy Clerk told Councillors that the payment for water/sewage charges for Summerland toilets was an estimated bill. He hoped the bill would be reduced once a reading had been taken.

Proposed: Cllr C Palmer
Agreed with all in favour.

Seconded: Cllr A Kingston-James

1409.6 *To receive the Income Report for December 2021*

Councillors had seen the Income Report, for a total of £20,785.59. Cllr Lawton asked what the payment from the DEFRA Rural Payments scheme represented and the Deputy Clerk told Councillors that he would need to clarify how many years' grant this covered and whether any was retrospective. He also commented that the refund of water charges of £1,309.60 was the promised refund following the water leak discovered in The Parade.

The Chair said the Income Report was noted.

The Deputy Clerk explained that the Agenda had been kept very short following Government advice about Meetings. January's Amenities and Environment Committee Meeting had been cancelled but the Full Council Meeting would take place as usual on 25 January. Council should be encouraging the minimum of attendees only and agendas kept as short as possible.

The Meeting closed at 7.40 pm.