



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

Dear Councillor

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 January 2023 at 7.30pm. The Meeting will consider the items set out below.

Yours sincerely

Bryan Howe
Deputy Clerk

3 January 2023

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

Chair: Cllr M Kingston-James

Councillors: Cllr M Burke, Cllr B Hodson, Cllr M Kravis* **, Cllr J Malin, Cllr C Palmer*,
Cllr M Palmer, Cllr S Slade, Cllr T Venner* (Deputy Chair)

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

*(** denotes Somerset County Councillor "SCC")*

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 5 December 2022 - *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 January 2023 **To follow**
 - 5.2 **To approve** payments under £1,500 for January 2023 **To follow**
 - 5.3 **To recommend** to Full Council payments over £1,500 for January 2023 **To follow**
 - 5.4 **To approve** payments by Procurement Card for December 2022 **To follow**
 - 5.5 **To approve** Regular Payments for December 2022 **To follow**
 - 5.6 **To receive** the Income Report for December 2022 **To follow**
- 6 **To receive** update on Risk Assessments and Health and Safety Issues