



MINEHEAD TOWN COUNCIL

MINUTES OF THE FINANCE AND STAFFING COMMITTEE MEETING HELD ON MONDAY 11 JULY 2022 AT 7.30 PM AT THE COMMUNITY CENTRE, IRNHAM ROAD, MINEHEAD TA24 5DW

The Meeting was streamed live on the 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 M Kingston-James
Councillors: Cllr M Burke, Cllr C Gilberto, Cllr A Kingston-James, Cllr J Malin,
Cllr C Palmer*, Cllr M Palmer, Cllr T Venner*
(denotes Somerset West and Taunton District Councillor "SWaT")*
*(**denotes Somerset County Councillor "SCC")*

Officers in Attendance: Ms Sam Rawle – Town Clerk
Mr B Howe – Deputy Clerk
Mrs J Notley - Notetaker

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

Cllr M Kingston-James welcomed Councillors and Officers to the Meeting and the public watching via Facebook.

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

Apologies had been received from Cllr T Bloomfield and Cllr M Kravis* **.

077 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 C Palmer	All	SWaT Councillor	2022	Stayed in the room, spoke and voted
Cllr T Venner	All	SWaT Councillor	2022	Stayed in the room, spoke and voted

DISPENSATIONS [Localism Act 2011](#)

No dispensations were requested.

078 TO APPROVE the Minutes of the Finance & Staffing Committee Meeting held on 13 June 2022 - *Minutes to be agreed by Councillors who were in attendance*

Proposed: Cllr C Palmer

Seconded: Cllr A Kingston-James

Agreed with 1 abstention (Councillor absent) and 7 in favour to approve the draft Minutes of the Finance & Staffing Committee meeting held on 13 June 2022

079 TO ADJOURN the Meeting for Public Inclusion [Standing Order No 3e](#)

No-one had asked to speak

080 FINANCE

080.1 To approve urgent payments for July 2022

Payments 1-6, totalling £35,816.43, including salary payments of £22,496.68

Proposed: Cllr Malin

Seconded: Cllr M Palmer

Agreed with all in favour to approve urgent payments for July 2022

080.2 To approve payments under £1,000 for July 2022

Payments 7-19, totalling £2,334.69

Proposed: Cllr Gilberto

Seconded: Cllr C Palmer

Agreed with all in favour to approve payments under £1,000 for July 2022.

080.3 To recommend to Full Council payments over £1,000 for June 2022

Payments 20-22, totalling £14,112.16

Cllr Venner enquired about the payment for red diesel replacement. The Deputy Clerk told him that this was to top up the diesel tank. The red diesel was used less now but MTC still had a tractor and one or two other machines which used it.

Proposed: Cllr A Kingston-James **Seconded: Cllr Gilberto**

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

080.4 To approve payments by Procurement Card for June 2022

Payments 23-27, totalling £228.26

Cllr Venner asked if payments for licences could be combined but the Deputy Clerk said this was not possible.

Proposed: Cllr Malin

Seconded: Cllr C Palmer

Agreed with all in favour to approve the payments by Procurement Card for June 2022

080.5 To approve Regular Payments for June 2022

Payments 1-22, totalling £4,538.09

Cllr Venner commented on the payment for electricity in Wellington Square for Christmas lights. He said there had been brilliant feedback about the lights but this amount seemed very high and payment was a long time after the event. The Deputy Clerk said he did not feel this amount was correct and that it would be investigated and brought back to Full Council later in the month.

Proposed: Cllr Burke

Seconded: Cllr M Palmer

Agreed with all in favour to approve all regular payments for June 2022 with the exception of payment no 3.

080.6 To receive the Income Report for May 2022

Income totalling 6,777.45

The Chair said the Income Report was noted.

081 TO RECEIVE verbal update on new Minehead Town Council website

The Deputy Clerk reminded the meeting that MTC had paid a deposit of £250 to the website builder who had already transferred the bulk of the information on the present website over to the new one, including Agendas and Minutes. He had asked for Councillor photographs to be sent over as several were missing, mostly of new Councillors. He would be spending two full days the following week on the new website and would come back with any questions he had.

082 TO RESOLVE to exclude members of the Press and Public

Proposed: Cllr A Kingston-James

Seconded: Cllr Venner

Agreed to continue the meeting *in camera* to discuss staffing issues.

The public meeting ended at 7.42 pm.

