

**MINEHEAD TOWN COUNCIL**

Agenda

Members of the Public are invited to attend the Finance and General Purposes Meeting

of Minehead Town Council to be held on

Tuesday 12th September 2023 at 7.30 pm at

the Town Council Offices, 3 Summerland Road, Minehead, TA24 5BP

There will be a 15-minute open forum at the beginning of the Meeting for residents of Minehead and Alcombe to speak on any matter related to the agenda.

1. To receive apologies for absence.

2. To receive disclosures of unregistered or other interests from councillors on matters to be considered at the Meeting.

3. To approve the Minutes of the Finance and General Purposes Meeting on Tuesday 8th August 2023 and to discuss any matters arising. [Committee Agendas & Minutes - Minehead Town Council](https://mineheadtowncouncil.co.uk/your-council/committee-agendas-minutes#finance-and-staffing-committee)

4. To elect a Deputy Chair of the Committee and to review membership.

5. Accounts

i) To note the Payments and Receipts Reports for Cashbooks 1 and 5. (Attachments 1 & 2)

ii) To recommend approval of the payments over £1500 to the value of £10,554.14. (Attachment 3)

iii) To receive the Income and Expenditure Report. (Attachment 4)

iv) To receive an update about Internal Audit.

6. To review Allotments Charges for 2024/25. (Attachment 5)

7. To note that the lease on the Town Council offices is due for renewal on 28th February 2024 and to set up a Task and Finish Group to look at future office and meeting room requirements. (Attachment 6)

8. To set up a Community Centre Working Group. (Attachment 7)

9. To receive the notes from the Operations Advisory Group Meeting on 5th September 2023 and to consider any recommendations. (Attachment 8)

10. To receive the correspondence from Minehead Conservation Society and North Hill Action Group regarding the proposed Compulsory Purchase of land at Beacon Road and to discuss a response. (Attachment 9)

11. To receive the notes from the MAC Working Group Meeting on 16th August 2023. (Attachment 10)

Helen Nathanson

Town Clerk