



WESTON-SUPER-MARE TOWN COUNCIL

WESTON-SUPER-MARE TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE AGENDA

Date: Monday 19th October 2026**Time:** 7.00 pm**Venue:** 32 Waterloo Street

Members of the Finance & General Purposes Committee are hereby summoned to attend this meeting. Members are reminded of their duty to declare any Disclosable Pecuniary Interest (DPI) or other interest in accordance with the Code of Conduct. Members with a DPI must withdraw from the meeting unless a dispensation has been granted. Members must also have regard to the Crime and Disorder Act 1998 s.17 and Equality Act 2010 s.149 when making decisions.

All Committee meetings are open to the public and press

RECORDING OF PUBLIC COUNCIL MEETINGS

Please note that meetings may be recorded, filmed, photographed or broadcast by the Council and/or members of the public in accordance with the Openness of Local Government Bodies Regulations 2014 and the Council's Recording and Filming of Meetings Policy. By attending this meeting, you are deemed to consent to being recorded, unless the meeting moves into confidential session where recording is prohibited. Any recording must not disrupt the proceedings of the meeting. Official minutes remain the formal and legally binding record of Council decisions.

7pm - PUBLIC QUESTION TIME (15 minutes maximum)

The Council chamber has allocated seating for a maximum of 16 members of the public.

The public are welcome to make representations, ask questions and give evidence in respect of business on the agenda. Questions must relate to agenda items and will not give rise to debate. Individual representations are normally limited to 5 minutes at the discretion of the Chair. Written questions may be submitted in advance to committee@wsm-tc.gov.uk or to the Chief Executive Officer/Town Clerk by 5pm on the working day before the meeting

Members: Councillors Ciaran Cronnelly (C), Gill Bute, Mark Canniford, Peter Crew, John Crockford-Hawley, Catherine Gibbons, Robert Payne, Robert Skeen, John Standfield and Charlie Williams.

Note: Quorum of the Committee shall be 5 of its Members.

- 1. Apologies for Absence and Notification of Substitutes**
- 2. Declarations of Interest**

- 3. To agree the accuracy of the previous Minutes of the Finance and General Purposes Committee Meeting held on 24th August 2026** (attached) (pages 1-7)
- 4. To receive the DRAFT Notes of the Civic Matters Consultative Group Meeting held on the 17th September 2026** (attached) (pages 8-13)
- 5. To receive the Notes of the Health and Safety Meetings held in September 2026** (attached) (pages 14-16)

FINANCE

6. Standing Financial Reports

To receive the report of Finance Administration Manager (attached)(pages 17-20)

6.1 Budget & Virement Reports

6.1.1 Income & Expenditure Budget Monitoring Report at 30th September 2026 (For Noting)(attached)(pages 21-27)

6.2 Bank Reconciliation Reports

6.2.1 Bank Reconciliation Summary report at 30th September 2026 (for Noting)(attached)(pages 28-45)

6.2.2 Schedule of Receipted Income Summary at 30th September 2026 (for Noting)(attached)(page 47)

6.2.3 Schedule of Payments Summary at 30th September 2026 (for Noting)(attached)(page 48)

6.2.4 Confirmation and Verification of Bank reconciliations (non-signatory) (for Action / Approval bank reconciliations will be available at meeting for signature)

6.3 Cash Flow Forecast Reports (attached) (page 49)
(for Noting)

6.4 Investment, Interest & Loans Reports

6.4.1 Investment and Interest summary report at 30th September 2026 (for Noting)(attached) (page 50)

6.4.2 Loan Balances at 30th September 2026 (for Noting)(attached)(page 51)

6.5 Debtors Reports

6.5.1 Outstanding Balances Summary report at 30th September 2026 (for Noting)(attached)(page 52)

6.5.2 Write Off's / Bad Debts (nothing to report)

6.6 Creditors Reports

6.6.1 Schedule of Direct Debits at 30th September 2026 (for Noting)(attached)(page 53)

6.6.2 Overspend Report at 30th September 2026 (for approval)(attached)(page 54)

6.7 EMR & Capital Reserve Movement Report

6.7.1 EMR Summary report at 30th September 2026 (For Noting / Approval) (attached) (pages 55-56)

FINANCE, AUDIT & RESOURCES

7. Internal and External Audit Reports

To receive and consider the following audit reports:

7.1 Quarter 1 Internal Audit Report 2026/2027 (attached) (pages 57-72)

7.2 External Auditor's Report – Year-End Accounts 2025/2026 (attached) (pages 73-78)

8. Financial Planning 2027/2028

To receive and consider the following reports as part of the Council's annual budget-setting and financial planning process:

8.1 F&GP Budget Considerations for 2027/2028 (attached) (pages 79-92)

8.2 Draft Budget 2027/2028 – Budget Level Setting (attached) (pages 93-96)

9. Corporate Assets, Premises and IT Resources

To receive and consider the following reports relating to the management of the Council's assets, premises and resources:

9.1 Corporate Asset Management Update

Report of the CEO/Town Clerk (attached) (pages 97-101)

9.2 IT Hardware Replacement and Five-Year Replacement Programme

Report of the Director of Finance & Resources (attached) (pages 102-105)

9.3 32 Waterloo Street – Accessibility Improvements Progress Update

Report of the CEO/Town Clerk, providing an update on progress in implementing the accessibility improvements arising from the Committee's resolution of 24 August 2026, including the recommendations of WECIL (attached) (pages 106-108)

GOVERNANCE

10. Policy and Governance Review

10.1 Civic Handbook and supporting Mayor and Deputy Mayor Civic Protocol

To review and approve the updated documents (attached) (pages 109-150)

10.2 NALC – Dependent Carers' Allowance Campaign

To receive and consider correspondence from NALC regarding Weymouth Town Council's campaign seeking a change in legislation to enable parish and town councils in England to reimburse councillors' dependent-care expenses, and to determine whether to support the campaign by writing to the local Member of Parliament (attached) (pages 151-153).

11. Electoral Review of North Somerset – Final Recommendations

To receive and note the Local Government Boundary Commission for England's final recommendations for the electoral review of North Somerset, including the consequential changes to the electoral arrangements for Weston-super-Mare Town Council, which are intended to take effect at the May 2027 local elections, subject to Parliamentary approval. (attached) (pages 154-156)

DEVOLUTION & SERVICE DELIVERY

12. Devolution Programme and Future Service Arrangements

To receive and consider the following reports relating to the Council's ongoing Devolution Programme:

12.1 Public Conveniences – Potential Devolution and Future Service Arrangements

Report of the CEO/Town Clerk (attached) (pages 157-162)

12.2 Devolution Programme – Memorandum of Understanding

Supplementary Report of the CEO/Town Clerk (attached) (pages 163-166)



Sarah Pearce BA (Hons), FSLCC
Chief Executive Officer/Town Clerk
12th October 2026

Weston-super-Mare Town Council
32, Waterloo Street
Weston-super-Mare
BS23 1LW

Adopted 21st November 2022

