



WESTON-SUPER-MARE TOWN COUNCIL

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

Date: Monday 14th October 2024

Time: 7.00 pm

Venue: 32 Waterloo Street

Members of the Finance & General Purposes Committee are hereby summoned to this meeting and reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act s.17 and Equality Act 2010 s.149 when reaching a decision. Members who wish to comment on matters within their ward may attend and address the Committee.

Members: Councillors Ciaran Cronnelly ©, Mike Bell, Gillian Bute, Mark Canniford, Robert Payne, Lisa Pilgrim, Robert Skeen, Tim Taylor, Helen Thornton and Martin Williams.

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

7pm – PUBLIC QUESTION TIME (not to exceed 15 minutes)

The public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. Any individual representation is limited to no more than 5 minutes. The Chair will call the representation from those who are indicating that they wish to speak; written representations can also be received in advance of the meeting and are requested to send their public question to committee@wsm-tc.gov.uk or write to the Chief Executive Officer/Town Clerk by 5pm on the working day before the meeting.

- 1. Apologies for Absence and Notification of Substitutes**
- 2. Declarations of Interest**
- 3. Minutes of the previous Finance and General Purposes Committee Meeting held on 19th August 2024**(attached) (pages 1-15)
- 4. To approve the Minutes of the Blakehay Business Review Start and Finish Group Meeting held on the 11th September 2024** (attached) (pages 16-18)
- 5. To note the Minutes of the Health and Safety Meetings from August & September 2024** (attached) (pages 19-24)

FINANCE

6. Monthly Financial Reports July & August 2024 (attached)

a) For Approval

Schedule of Unapproved Expenditure (page 25)

b) For Noting

- i. Bank Reconciliations (page 26)
- ii. Budgetary Control Report (pages 27-62)
- iii. Bank Interest Report (page 63)
- iv. Schedule of Receipted Income (page 64)
- v. Bad debt report (pages 65-68)

7. Insurance Overspent

To receive the covering report of the Finance and Administration Manager (attached) (page 69)

8. To Receive the Year End Accounts for the year ending 31/03/24 (attached) (pages 70-72)

9. Internal Audit Procurement

To receive the report of the Finance and Administration Manager (to follow)

GENERAL PURPOSES

10. Review of the Member Officer Protocol

To receive the covering report of the Chief Executive/Town Clerk and Democratic Services Manager (attached) (pages 73-84)

11. Review of the Complaints Procedure

To receive the covering report of the Chief Executive/Town Clerk and Democratic Services Manager (attached) (pages 85-93)

12. To receive Tenders for the Town Market following Procurement

To receive the covering report of the Chief Executive/Town Clerk and Community Operations and Resources Manager (to follow)

13. Old Town Quarry

To receive the revised estimated costs for the refurbishment works (to follow)



Sarah Pearse BA (Hons), FSLCC
Chief Executive Officer/Town Clerk
7th October 2024

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