



WESTON-SUPER-MARE TOWN COUNCIL

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

Date: Monday 13th October 2025

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 (C), Gillian Bute, Mark Canniford, John Crockford-Hawley, Peter Crew, Robert Payne, Lisa Pilgrim, Robert Skeen, Helen Thornton and Charlie Williams.

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

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

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 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. To approve the Minutes of the Special Finance and General Purposes Committee Meeting held on 18th August 2025 (attached) (pages 1-10)**
- 4. To receive the Notes of the Civic Matters Consultation Group held on 4th September 2025 (attached) (pages 11-16)**
- 5. To receive the Notes of the Health and Safety Meetings held in July and August 2025 (attached) (pages 17-22)**

- 6. To receive the report of the Anti-Racism Champion** (attached) (page 23)
- 7. To receive the verbal report of the Armed Forces Champion**
- 8. Armed Forces Covenant**
To receive the report of the Civic Officer to include a DRAFT Covenant for recommendation (attached) (pages 24-29)

FINANCE

- 9. Monthly Financial Reports July and August 2025**
 - 9.1 For Approval**
 - 1.1 Schedule of Unapproved Expenditure (page 30)
 - 9.2 For Noting**
 - 2.1 Bank Reconciliations (attached) (page 31)
 - 2.2 Budgetary Control Report (attached) (pages 32-68)
 - 2.3 Bank Interest Report (attached) (page 69)
 - 2.4 Schedule of Receipted Income (attached) (page 70)
 - 2.5a) Bad debt general report (attached) (pages 71-72)
 - b) Bad Debt report (Visit Weston write off) (attached) (pages 73-75)
 - 2.6 Overspend report (attached) (page 76)
- 10. To review the Effectiveness of the Internal Auditor for the year 2024/25**
To receive the report of the Director of Finance and Resources /Responsible Financial Officer (attached) (pages 77-80)
- 11. To receive the Final Internal Audit Report for the year 2024/25**
To receive the report of the Director of Finance and Resources /Responsible Financial Officer (attached) (pages 81-93)
- 12. Investment of Council Funds**
To receive the report of the Director of Finance and Resources (attached) (pages 94-98)
- 13. Budget setting considerations**
To receive the reports of the Director of Finance and Resources /Responsible Financial Officer (attached) (pages 99-111)

GOVERNANCE

- 14. To approve the following Policies:**
 - a) Twinning Strategic Plan** (attached) (pages 112-118)
- 15. Under Standing Order 23. Execution and Sealing of Legal Documents**
 - 15.1 To approve the sealing of the following document (prior resolution passed to enter into agreements)**
 - .1 Agreement between Weston-super-Mare Town Council and Weston-super-Mare Allotment Club (attached) (pages 119-127)

Sarah

Sarah Pearse BA (Hons), FSLCC
Chief Executive Officer/Town Clerk
6th October 2025

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

Adopted 21st November 2022

