

WESTON-SUPER-MARE TOWN COUNCIL POLICY AND FINANCE COMMITTEE AGENDA

Date: Monday 15th December 2014

Time: 7.00 pm

Venue: Grove House

Members of the Policy and Finance Committee are hereby summoned to this meeting. Members who wish to comment on matters within their ward may attend and address the Committee. Members are 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 s.149 when reaching such a decision.

Committee Members: - Councillors Peter Crew (Chairman), Alan Peak (Vice Chairman), Roger Bailey, Mike Bell, Mark Canniford, Peter Fox, Michal Kus, Keith Morris, Robert Payne, Sonia Russé, Tim Taylor and Richard Tucker.

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

Prior to the commencement of the meeting, the Chairman will invite questions and observations from parishioners present (maximum time permitted 15 minutes).

1. **Apologies for Absence and Notification of Substitutions**
2. **Declarations of Interest**
3. **To approve Minutes of the Policy & Finance Committee Meeting held on 20th October 2014**
(attached)
4. **The minutes of the Working Party to Review Expenditure & Governance**
 - a) **To approve the minutes of the Working Party to Review Expenditure & Governance held on the 3rd November 2014**
(attached)
5. **Monthly Financial Reports:-**
 - a) **For Approval**
 - i) **Schedule of Unapproved Expenditure for October 2014**
(attached)
 - b) **For Noting**
 - i) **Bank Reconciliations for October 2014**
(attached)
 - ii) **Budgetary Control Report for October 2014**
(attached)
 - iii) **Bank Interest Report for October 2014**
(attached)
 - iv) **Schedule of Receipted Income for October 2014**
(attached)
 - v) **Income Analysis**
(attached)
6. **Review of Service Level Agreements**

To receive the reports of the Responsible Financial Officer

 - 6.1 **Somerset Wood Recycling**
(attached)
 - 6.2 **Town Centre Partnership**
(to follow)
7. **Review of extension of John West Contractors Contract**

To receive the report of the Responsible Financial Officer
(to follow)

8. **Local Authorities Data Transparency Code**
To receive the report of the Town Clerk (attached)
9. **Confirmation of the re-opening of the Boulevard Post Office branch**
To receive a letter dated 5th November 2014 from the Post Offices' Regional Network Manager (attached)
10. **Budget 2015/16**
To receive the report of the Responsible Financial Officer (attached)
11. **Review of Standing Orders and Financial Regulations**
To receive the verbal report of the Town Clerk

Standing Orders 35.1 *That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded and they are instructed to withdraw.*

12. **Quotations for Dog Bin Emptying**
To receive the report of the Town Clerk (attached)

Malcolm L Nicholson LL.B DMS AILCM
Town Clerk
9th December 2014

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