

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

Date: Monday 17th October 2022

Time: 7.00 pm

Venue: Museum

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.

Members of the public wishing to watch or take part in the meeting please contact us at Grove House on admin@wsm-tc.gov.uk or 01934 63256.

Committee Members: Councillors Alan Peak (Chairman), Mark Canniford, Sarah Codling, David Dash, Peter Fox, Robert Payne, Lisa Pilgrim, Ian Porter, Tim Taylor and Helen Thornton.

Note: Quorum of the Committee shall be 6 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 the minutes of the Policy & Finance Committee Meeting held on the 15th August 2022** (attached)
- 4. To receive the minutes of the Working Party to Review Expenditure & Governance held on 29th September 2022** (unapproved) (attached)
- 5. To receive the minutes and recommendations of the Climate Change Working Party Meetings held on the 29th September** (attached)
- 6. To receive the minutes of the HQ Working Party Meetings held on the 23rd September 2022** (attached) **To Approve the HQ Working Party Terms of Reference** (attached)
- 7. Monthly Financial Reports: July & August 2022**
 - a) For Approval**

Schedule of Unapproved Expenditure (attached)
 - b) For Noting**
 - i. Bank Reconciliations (attached)
 - ii. Budgetary Control Report (attached)

- iii. Bank Interest Report (attached)
- iv. Schedule of Receipted Income (attached)
- v. Bad debt report (attached)
- vi. Overspend report (attached)

8. Internal Audit 2022/2023

To receive the first interim audit report (attached)

9. Payroll

9.1 Real Living Wage increase

To receive the report of the Town Clerk (attached)

9.2 Review of Pay and Recruitment

To receive the report of the Town Clerk (attached)

9.3 National Pay Award for 2022/2023

To receive the verbal report of the Town Clerk

10. Cemetery Wall repairs

To receive the report of the Deputy Town Clerk and Councils Surveyor (attached)

11. Audit 2021 / 2022

To receive the External Auditors conclusion for the year ending 31.03.22 (attached)

12. Procurement – Water Play Park Pump room equipment

To receive the report of the Deputy Town Clerk (attached)

13. Food Clubs – To agree allocation of EMR funds for the Food Club Provisions in WSM - To receive the report of the Deputy Town Clerk (attached)

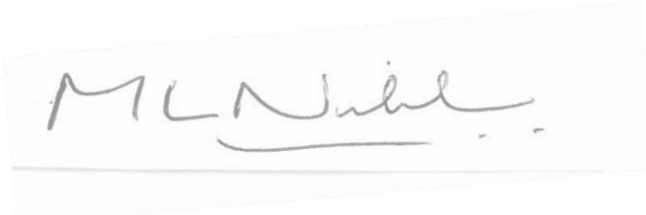
14. Budget Considerations for 2023/2024

Members are requested to identify any budget considerations they would like considered in the budget for the budget setting process

To resolve under the Public Bodies (Admissions of Meeting) Act 1960 to exclude the public and press for the following item by reasons of the confidential nature of the business.

15. To consider an urgent Staffing Matter

To receive a confidential report of the Town Clerk (to follow)



Malcolm L Nicholson, LLB, DMS
Town Clerk
10th October 2022

Weston-super-Mare Town Council
Grove House, Grove Park
Weston-super-Mare, BS23 2QJ