

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

Date: Monday 17th October 2016 **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 Clive Webb (Chairman), Michal Kus, Roger Bailey, Peter Crew, Clive Darke, Peter Fox, Richard Nightingale, Lisa Pilgrim, Catherine Gibbons, Mike Lyall, Mark Canniford and Robert Payne

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 the minutes of the Policy & Finance Committee Meeting held on 22nd August 2016** (attached)
4. **The minutes of the Working Party to Review Expenditure & Governance**
To approve the minutes of the Working Party to Review Expenditure & Governance held on the 12th September 2016 (unapproved) (attached)
5. **Monthly Financial Reports:**
 - a) **For Approval**
Schedule of Unapproved Expenditure for August 2016 (attached)
 - b) **For Noting**
 - i. Bank Reconciliations for August 2016 (attached)
 - ii. Budgetary Control Report for August 2016 (attached)
 - iii. Bank Interest Report for August 2016 (attached)
 - iv. Schedule of Receipted Income for August 2016 (attached)
 - v. Income Analysis for 2015/16 (attached)
 - vi. Overspend
 - a) Month end overspend report for August (attached)
 - b) Microshade (IT) report of the Finance Officer (attached)
 - c) Cemetery Digital Mapping – Approval of over budget expenditure report of the Responsible Financial Officer (attached)
 - vii. Bad Debt for August 2016 report of the Responsible Financial Officer (attached)
6. **To receive the Audited Accounts for the year ending 31st March 2016**
Audited Accounts from Grant Thornton (External Auditor) (attached)
7. **Capping of Parish and Town Councils - Consultation**
To receive the report of the Town Clerk (attached)
8. **Town Council Insurance**

To consider the extension of the existing Council Insurance Policy term as offered by WPS Insurance – To receive the report of the Responsible Financial Officer (attached)

9. Blakehay Theatre

To receive the revised estimates for works

To receive the report of the Responsible Financial Officer (attached)

10. Request to maintain two additional Dog Bins

Recommendation from the Community Services Committee 4th July 2016 and to receive the report of the TCS (attached)

11. Public Conveniences – To extend existing contracts

Recommendation from the Expenditure & Governance Working Party

a) Cleaning Contract

b) Maintenance Contract

12. Procurement of replacement Skate Park

To receive the report of the Responsible Financial Officer (attached)

Malcolm L Nicholson LL.B DMS MILCM
Town Clerk
10th October 2016

Grove House
Weston-super-Mare
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