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

Date: Monday 16th October 2017 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, 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 the 2017 (attached)
- 4. The minutes of the Working Party to Review Expenditure & Governance To note the minutes of the Working Party to Review Expenditure & Governance held on 3<sup>rd</sup> July 2017 (approved) and 4<sup>th</sup> September 2017 (unapproved) (attached)
- 5. Grove House Extension

Reference from Expenditure & Governance Working Party on 4<sup>th</sup> September 2017 To approve two storey extension plans (to be available at the meeting)

6. Monthly Financial Reports: July & August 2017

#### 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.	Income Analysis	(attached)
vi.	Overspend Month end report	(attached)
vii.	Bad debt report	(attached)

## 7. Lloyds Bank

To approve the terms and conditions of the Commercial Banking Application (attached)

# 8. Audited Accounts for year 2016/17

To receive the external auditor's certificate included within the annual return (attached)

## 9. Internal audit 2017/18

To receive the first interim report of the internal auditor (attached)

### 10. Procurement of a new mower

To receive the report of the Ground Manager (attached)

# 11. Blakehay Theatre Studio Charges

To receive the report of the Blakehay Theatre Manager (attached)

Malcolm L Nicholson LL.B DMS MILCM

Town Clerk 9<sup>th</sup> October 2017 Grove House Weston-super-Mare Tel: 01934 632567