

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

Date: Monday 16th December 2019

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 Ray Armstrong, Roger Bailey, Gill Bute, Ciaran Cronnelly, David Dash, Peter Fox, Alan Peak, Robert Payne, Marcia Pepperall, 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 21st October 2019 (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 4th November 2019 (unapproved) (attached).

5. Monthly Financial Reports: September & October 2019

a) For Approval

Schedule of Unapproved Expenditure (attached/to follow)

b) For Noting

- i. Bank Reconciliations (attached)
- ii. Budgetary Control Report (attached)
- iii. Bank Interest Report (attached)
- iv. Schedule of Received Income (attached)
- v. Income Analysis (attached)
- vi. Overspend Month end report (attached/to follow)
- vii. Bad debt report (attached/to follow)

6. **To approve the Town Council charges for the year 2020/2021** (attached)
7. **To recommend a Draft Budget for 2020/2021 to the Council** (attached)
8. **Health and Safety**
To receive the council's Annual General Risk Assessment Summary (attached)
The full report available from the Deputy Town Clerk upon request (87pages)
9. **Town Council Strategy – ideas for next 5 + years**



Malcolm L Nicholson LL. B DMS PSLCC
Town Clerk
9th December 2019

Grove House
Weston-super-Mare
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