

**WESTON-SUPER- MARE TOWN COUNCIL  
MINUTES OF THE POLICY & FINANCE COMMITTEE  
MEETING HELD AT GROVE HOUSE ON  
MONDAY 28<sup>th</sup> SEPTEMBER 2015**

**Meeting Commenced:** 7.00 pm

**Meeting Concluded:** 7.40 pm

**PRESENT:** Councillors Michal Kus (Vice-Chairman), Roger Bailey, Peter Crew, Peter Fox, Mike Lyall, Richard Nightingale, Robert Payne, Lisa Pilgrim and Len Purnell

**IN ATTENDANCE:** Malcolm L Nicholson (Town Clerk), Sarah Pearse (Responsible Financial Officer), Tricia Brabham (Committee Officer), and Becky Parker (Weston, Worle & Somerset Mercury).

<b>156.</b>	<p><b>To receive Apologies for Absence and Notification of Substitutes</b></p> <p>Apologies for absence were received from Councillors Clive Webb and Mark Canniford.</p> <p>Councillor Webb was substituted by Councillor Len Purnell.</p> <p>In the Chairman's absence, the Vice-Chairman chaired the meeting.</p>
<b>157.</b>	<p><b>To receive Declarations of Interest</b></p> <p>There were no Declarations of Interest received.</p>
<b>158.</b>	<p><b>To approve minutes of the Policy &amp; Finance Committee meeting held on 17<sup>th</sup> August 2015</b></p> <p>The minutes had been previously circulated with the agenda.</p> <p><b>RESOLVED:</b> That the minutes be approved and signed by the Chairman.</p>
<b>159.</b>	<p><b>To note the minutes of the Working Party to Review Expenditure &amp; Governance 7<sup>th</sup> September 2015</b></p> <p>The meeting scheduled for the 7<sup>th</sup> September 2015 had been cancelled due to lack of business.</p>
<b>160.</b>	<p><b>Monthly Financial Reports:-</b></p> <p>The financial reports had been previously circulated with the agenda.</p> <p><b>a) For Approval</b></p> <p style="padding-left: 20px;">i) Schedule of Unapproved Expenditure July and August 2015</p> <p><b>PROPOSED BY:</b> Councillor Roger Bailey <b>SECONDED BY:</b> Councillor Peter Crew</p> <p><b>RESOLVED:</b> That the reports be approved.</p>

	<p><b>b) For Noting</b></p> <ul style="list-style-type: none"> <li>i) Bank Reconciliations for July and August 2015</li> <li>ii) Budgetary Control Report for July and August 2015</li> <li>iii) Bank Interest Report for July and August 2015</li> <li>iv) Schedule of Receipted Income for July and August 2015</li> <li>v) Income Analysis for 2015/2016</li> <li>vi) Bad Debt</li> <li>vii) Month end overspend report, period 4 and 5, 2015/16</li> </ul> <p>A member raised the need for a dog bin for Hayward Village and Hutton Moor Lane. Hayward Village, a new development, was not council land so a member suggested writing to North Somerset Council raising concerns about the need for a dog bin and the lack of pavements. A member advised that requests for dog bins should be submitted to the Community Services committee to be included in budget consideration discussions.</p> <p><b>RESOLVED:</b> That the reports be noted.</p>
<p>161.</p>	<p><b>Year End Accounts 2014/15</b></p> <p>The Year End Accounts 2014/15 – External Audit conclusion had been previously circulated with the agenda.</p> <p>The Responsible Financial Officer reported that the external auditors had concluded the audit of the council’s year end accounts for the year ending 31<sup>st</sup> March 2015. There was one minor technicality on administration which had been resolved.</p> <p>Debate ensued. When questioned, the Responsible Financial Officer advised that the £614,000 held in reserves included earmarked funds such as the funds for the Museum project. The actual general reserve element was only £223,487. Audit guidance was that 1.5 times monthly expenditure should be held in reserves. A member reminded the committee that as reserves were low, it was agreed last year to add £50,000 a year to the reserve fund.</p> <p><b>RESOLVED:</b> That the Year End Accounts conclusion and External Audit comments for the year 2014/2015 be received and noted.</p>
<p>162.</p>	<p><b>Water Park Concession</b></p> <p>The joint report of the Town Clerk and Responsible Financial Officer had been previously circulated with the agenda.</p> <p>The Town Clerk reported that the Water Park opened in July 2010 and was a popular and well used attraction. A toilet block had been added and the kiosk let out, originally for three years but then extended twice up to five years.</p> <p>The kiosk was in poor condition and needed replacing. The Tourism Committee was discussing how to further improve the facilities, including</p>

	<p>adding changing facilities. The options ranged from £1,400 to £26,000. It was suggested that £5,000 provided a reasonable compromise between quality and cost.</p> <p>Debate ensued. Members raised the possibility that charging for the Water Park could be either extended to the end of September, or increased to cover the cost of building a new facility. The possibility of using a local supplier to build a purpose built building was discussed. A member suggested combining the Museum Café and Water Park Kiosk with the Town Council running it or putting it out to tender.</p> <p><b>PROPOSED BY:</b> Councillor Robert Payne  <b>SECONDED BY:</b> Councillor Peter Crew</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That funding for a new refreshment kiosk with an indoor seating area be included in the budget for 2016/17.</li> <li>2. Options for a changing facility be sourced and added to the above costing.</li> <li>3. Officers be authorised to seek Landlord’s consent and if required planning permission for new facilities.</li> </ol>
	<p>There being no further business, the Chairman closed the meeting at 7.40 pm</p>

Signed.....  
 Chairman

Dated.....