



WESTON-SUPER-MARE TOWN COUNCIL SPECIAL TOWN COUNCIL MEETING AGENDA

Date: Monday 17th June 2024

Time: 7.00 p.m.

Venue: Museum

Members are hereby summoned to this meeting and 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 a decision.

Prior to the commencement of the meeting, the Town Mayor will invite questions and observations from parishioners present (maximum time permitted 15 minutes).

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. To approve the accuracy of the minutes of the Town Council Meeting held on 16th May 2024 (attached)**
- 4. To approve the accuracy of the minutes of the Policy & Finance Committee Meeting held on 15th April 2024 (attached)**
- 5. Election of a Deputy Leader of the Town Council 2024/2025**

Finance and Procurement

- 6. Monthly Financial Reports March & April 2024 (attached)**
 - a) For Approval**
 - Schedule of Unapproved Expenditure
 - b) For Noting**
 - i. Bank Reconciliations
 - ii. Budgetary Control Report
 - iii. Bank Interest Report
 - iv. Schedule of Receipted Income
 - v. Bad debt report
 - vi. Overspend report
- 7. Year End Accounts for the year to 31st March 2024**
 - 7.1 To receive the Final Interim Audit Report for the year 2024-25 (to follow)**
 - 7.2 Year End Accounts for the year ending 31/03/24 (to follow)**
 - 7.3 As part of the Audit requirement members are requested to;**
 - a) Consider the Accounting Statements (AGAR – Annual return) by members as a whole;
 - b) Approve the Accounting Statements (AGAR – Annual return) by resolution; and Sign and date as required (AGAR – Annual return)

- c) Sign and date as required (AGAR – Annual return)
- d) Receive and Note the accompanying Statement of Accounts (not audited) as supporting documents to the (AGAR – Annual return)

8. Old Town Quarry Appointment of Building Contractor

To receive the report from the council Contract Administrator (Currie Brown) (attached) following the procurement exercise. Members are requested to appoint a main contractor for works.

9. Water Adventure Play Park – Play area refurbishment Contractor Appointment

To receive the Tender Report of the Senior Development Officer (attached) following the procurement exercise. Members are requested to appoint a Play contractor to undertake works.

Other Business

10. Committee Structure Review (attached). For Members consideration and approval

10.1 Background with regards to Current Structure – To receive the report of the Town Clerk (attached)

10.2 Committee Review – Proposed Committee Structure and Terms of Reference (attached)

11. To approve the Council's Service Level Agreements

To receive the report of the Town Clerk (attached). Members are requested to approve the SLA for the following organisations:

- a) Weston super Mare Town Centre Partnership
- b) YMCA
- c) Somewhere to Go
- d) Citizens Advice North Somerset

12. Motion under Standing Order 11 (attached) **PROPOSED BY:** Councillor John Crockford-Hawley

Council does not re-introduce prayer as part of its formal agenda at meetings of the full Council and the chaplain be invited to offer brief prayer ten minutes before the formal meeting of Council commences and that this moment of reflection would not be constituted part of any formal proceedings. Participation would be on a personal basis without any sense of obligation to participate



Sarah Pearse BA (Hons), FSLCC
Chief Executive Officer / Town Clerk
10th June 2024

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