

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

**Date: Monday 13<sup>th</sup> December 2021**

**Time: 7.00 pm**

**Venue: Museum**

*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.*

Members of the public wishing to watch or take part in the meeting please contact us at Grove House on [admin@wsm-tc.gov.uk](mailto:admin@wsm-tc.gov.uk) or 01934 63256.

**Committee Members:** Councillors Mark Canniford, Sarah Codling, David Dash, Peter Fox, Robert Payne, Alan Peak, 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 18<sup>th</sup> October 2021 (attached)**

### **4. The minutes of the Working Party to Review Expenditure & Governance 11<sup>th</sup> November meeting cancelled**

### **5. Monthly Financial Reports: September & October 2021**

#### **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. Bad debt report (attached)

### **6. To approve the updated Procurement Guide Scoring Matrix (to follow)**

**7. To approve the acquisition of a Civic Officer Credit Card**

To receive the recommendation from the Civic Consultation Group (attached)  
To receive the report of the Deputy Town Clerk (attached)

**8. Acquisition of 32 Waterloo Street**

To receive the report from the Premises Working Group (attached)  
To receive the reports of the Town Clerk (to follow) and Deputy Town Clerk (attached)

**9. Town Council Charges**

**a) To approve Museum Exhibition Board Charges**

To receive the report of the Museum Manager (attached)

**b) To approve the Blakehay Theatre split box office charging system**

To receive the report of the Blakehay Manager (attached)

**c) To approve the Town Council charges for the year 2022/2023**

To receive the charging schedule for 2022 / 2023 (attached)

**10. CCTV provision at Burlington Street**

To receive the report of the Deputy Town Clerk (attached)

**11. Cargo Bike Asset Transfer**

To receive the report of the Deputy Town Clerk (attached)

**12. Grove Park Toilets – to review the Cost of Winter Opening**


To receive the report of the Town Clerk (attached)

**13. To recommend a Draft Budget for 2022/2023 to the Council (attached)**

*To resolve under the Public Bodies (Admissions of Meeting) Act 1960 to exclude the public and press for the following item by reasons of the confidential nature of the business.*

**14. Barcode Legal Claim**

To receive the report of the Town Clerk (to follow)



A handwritten signature in black ink, appearing to read 'ML Nicholson', is written over a horizontal line. The signature is cursive and somewhat stylized.

Malcolm L Nicholson, LLB, DMS  
Town Clerk  
6<sup>th</sup> December 2021

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