

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

Date: Monday 15th August 2022

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 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 20th June 2022 (attached) and the Special Policy & Finance Committee Meeting held on the 8th August 2022 (to follow)

4. To receive the minutes of the Working Party to Review Expenditure & Governance To note the meeting scheduled for 14th July was cancelled

5. Monthly Financial Reports: May & June 2022

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)
- vi. Overspend report (attached)

6. CIL Spend – consideration for allocation to Castle Batch Play Area

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

7. Remembrance Day 2022- Large Screen Hire for Italian Gardens

To receive the report of the Civic Officer (attached)

8. Procurement for Various Projects and Services:

To consider the specification reports from the councils appointed Project Administrator and report of the Deputy Town Clerk, approving contractors as necessary for each of the following procurement Areas:

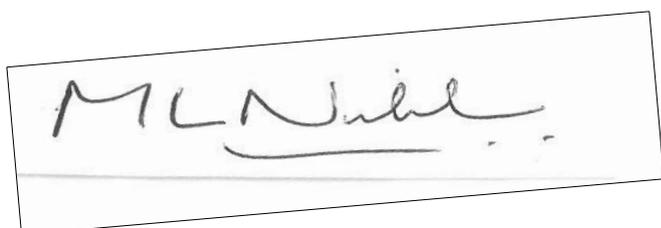
- 8.1 **Museum Kitchen** (Additional function kitchen) Procurement as per Contract Finder and Financial Regulations JCT Minor Works Contract
- 8.2 **Cemetery Walls** (Behind Tea hut wall repair due to collapse) Procurement as per Contract Finder and Financial Regulations JCT Minor Works Contract
- 8.3 **HQ Roof Repairs** (Works include recovering of pitched roof and stone repairs to tower area) Procurement as per Contract Finder and Financial Regulations JCT Minor Works Contract
- 8.4 **HQ Other works** (Internal works on ground floor and M&E procurement). To receive the report from the councils Surveyor / DTC regarding this procurement (attached).
- 8.5 **Solar Weston Museum** to receive the update report from the councils Surveyor / DTC regarding this procurement (Covered in report 8.0).

9. To receive the Final Audit Report for the year ending 31st March 2022 – Action Report summary and update

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.

10. Town Quarry Update

Report of the Town Clerk (to follow)

A handwritten signature in black ink, appearing to read 'ML Nicholson', is enclosed within a thin black rectangular border. The signature is written in a cursive style.

Malcolm L Nicholson, LLB, DMS
Town Clerk
13th June 2022

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