

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

Date: Monday 20th October 2014

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 Peter Crew (Chairman), Alan Peak (Vice Chairman), Roger Bailey, Mike Bell, Mark Canniford, Peter Fox, Michal Kus, Keith Morris, Robert Payne, Sonia Russé, Tim Taylor and Richard Tucker.

Note: Quorum of the Committee shall be 5 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 Minutes of the Policy & Finance Committee Meeting held on 18th August 2014** (attached)
4. **The minutes of the Working Party to Review Expenditure & Governance**
 - a) **To note the minutes of the Working Party to Review Expenditure & Governance held on the 8th September 2014** (unapproved and attached)
5. **Presentation by Rebecca Mear (VANS)**
6. **Monthly Financial Reports:-**
 - a) **For Approval**

Schedule of Unapproved Expenditure for July, August and September 2014 (attached)
 - b) **For Noting**
 - i) Bank Reconciliations for July 2014 (attached)
 - ii) Budgetary Control Report for July 2014 (attached)
 - iii) Bank Interest Report for July, and 2014 (attached)
 - iv) Schedule of Receipted Income for July 2014 (attached)
 - v) Bank Reconciliations for August 2014 (attached)
 - vi) Budgetary Control Report for August 2014 (attached)
 - vii) Bank Interest Report for August 2014 (attached)
 - viii) Schedule of Receipted Income for August 2014 (attached)
 - ix) Bank Reconciliations for September 2014 (attached)
 - x) Budgetary Control Report for September 2014 (attached)
 - xi) Bank Interest Report for September 2014 (attached)
 - xii) Schedule of Receipted Income for September 2014 (attached)

- Income Analysis (attached)
- c) Overspend report for July, August and September 2014 (attached)
7. **To note Final Audited Accounts for year ended 2013/2014** (attached)
8. **Public Toilets**
- a) **Report of the Finance Officer** (attached)
- b) **Security** (attached)
- c) **Uphill Public Toilets** - To receive correspondence from Uphill Village Society (attached)
9. **Museum** Reports from both RFO and Development Officer. The following items are for members approval in support of the HLF Application for the Museum:-
- a) Final HLF Application costs (second round submission 06.11.14)
 - b) HLF Activity Plan Costs (second round submission 06.11.14)
 - c) HLF 7 Year Revenue Budget projections (second round submission 06.11.14)
 - d) HLF Cash flow Statement (second round submission 06.11.14)
 - e) HLF Capital Funding Strategy (second round submission 06.11.14)
 - f) VAT Implications for HLF Submission report
 - g) Conservation & Management Plan – Executive summary and Policy Statements (report from SJ Surveyors attached).
 - h) Key dates / Milestones (Closure) extract from the full Project programme
 - i) Business Plan (to follow)

Standing Orders 35.1 *That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded and they are instructed to withdraw.*

10. **Bad Debt**

To receive the report of the Responsible Financial Officer (attached)

Malcolm L Nicholson LL.B DMS AILCM
Town Clerk
13th October 2014

Grove House, Grove Park,
Weston-super-Mare BS23 2QJ
Tel: 01934 632567