

# WESTON-SUPER-MARE TOWN COUNCIL

## POLICY AND FINANCE COMMITTEE

### AGENDA

**Date:** Monday 23<sup>rd</sup> February 2015

**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 15<sup>th</sup> December 2014**  
(attached)
4. **a) Minutes (unapproved) of the Working Party to Review Expenditure & Governance held on 26<sup>th</sup> January 2015**  
(attached)  
**b) References from the Working Party to Review Expenditure & Governance**
  - i) **Microshade Managed IT Service**  
To receive the report of the Responsible Financial Officer (attached)
  - ii) **To approve the Fees & Charges for the year 2015/2016**  
To receive the report of the Finance Officer (attached)
  - iii) **Partnership working with the Seafront Events Team**  
Verbal Update from the Town Clerk
5. **Monthly Financial Reports:-**
  - a) **For Approval**
    - i) **Schedule of Unapproved Expenditure for November and December 2014 and January 2015** (attached)
  - b) **For Noting**
    - i) **Bank Reconciliations for November 2014** (attached)
    - ii) **Budgetary Control Report for November 2014** (attached)
    - iii) **Bank Interest Report for November 2014** (attached)
    - iv) **Schedule of Receipted Income for November 2014** (attached)

- v) Bank Reconciliations for December 2014 (attached)
- vi) Budgetary Control Report for December 2014 (attached)
- vii) Bank Interest Report for December 2014 (attached)
- viii) Schedule of Receipted Income for December 2014 (attached)
  
- ix) Bank Reconciliations for January 2015 (attached)
- x) Budgetary Control Report for January 2015 (attached)
- xi) Bank Interest Report for January 2015 (attached)
- xii) Schedule of Receipted Income for January 2015 (attached)
  
- xiii) Income Analysis
  
- c) Overspend report for November and December 2014 and January 2015 (to follow)
  
- 6. Consultation on relocation of the Regent Street Post Office** (attached)  
To receive correspondence from the Post Office
  
- 7. Electricity dispute at former Barcode Premises** (attached)  
To receive the report of the Town Clerk
  
- 8. Process for dealing with Minor Consultations** (to follow)  
To receive the report of the Town Clerk
  
- 9. To agree an indemnity to HSBC regarding summer signage** (attached)  
To receive correspondence from CBRE Limited
  
- 10. To note the change of ownership of the Sovereign Centre** (attached)  
To receive correspondence from Vixcroft Limited
  
- 11. To approve The Treasury Management Policy** (attached)
  
- 12. The Blakehay Theatre:**
  - i) Process for Booking**
  - ii) Terms and Conditions of Hire**
  - iii) Proposal for Summer Season**
To receive the report of the Blakehay Theatre Manager (attached)