

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

**Date: Monday 21<sup>st</sup> August 2017**

**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 Clive Webb, Michal Kus, Roger Bailey, Peter Crew, Clive Darke, Peter Fox, Richard Nightingale, Lisa Pilgrim, Catherine Gibbons, Mike Lyall, Mark Canniford and Robert Payne

**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 the minutes of the Policy & Finance Committee Meeting held on the 19<sup>th</sup> June 2017**  
(attached)

**4. The minutes of the Working Party to Review Expenditure & Governance**

To note the minutes of the Working Party to Review Expenditure & Governance held on 15<sup>th</sup> May 2017 (approved) (attached) and the 3<sup>rd</sup> July (unapproved) (attached)

**5. Monthly Financial Reports: May & June 2017**

**a) For Approval**


Schedule of Unapproved Expenditure (attached)

**b) For Noting**

- i) Bank Reconciliations (attached)
- ii) Budgetary Control Report (attached) (June to follow)
- iii) Bank Interest Report (attached)
- iv) Schedule of Received Income (attached)
- v) Income Analysis (attached)
- vi) Overspend Month end report (none to report)

**6. Procurement**

- 6.1 Medium-term contracts building and maintenance (attached)
- 6.2 Quantity Surveyor (attached)
- 6.3 Building surveying services (attached)
- 6.4 Grove House and Grove Lodge external decorations (attached)
- 6.5 Cleaning contract (attached)



Malcolm L Nicholson LL.B DMS MILCM  
Town Clerk  
14<sup>th</sup> August 2017

Grove House  
Weston-super-Mare  
Tel: 01934 632567