

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

**Date: Monday 20<sup>th</sup> February 2023**

**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 12<sup>th</sup> December 2022 & Special Policy & Finance Sub Committee held on 4<sup>th</sup> January 2023 (attached)**
- 4. To receive the minutes of the Working Party to Review Expenditure & Governance held on 1<sup>st</sup> December 2022 (unapproved) (attached)**
- 5. To receive the minutes and recommendations of the Climate Change Working Party Meetings held on the 1<sup>st</sup> December 2022 (attached)**
- 6. To receive the minutes of the HQ Working Party Meetings held on the 18<sup>th</sup> November 2022 (attached)**
- 7. Monthly Financial Reports: November & December 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)

**8. To approve amendments to the Committee Terms of Reference** (attached)

**9. Medium Term Financial Plan and outcomes for Reserves**

- a) To adopt the Medium-Term Financial Plan (5 Years) to be reviewed annually (to follow)
- b) To receive the movement of Reserves report (introducing Capital Reserve and Revenue Surplus Reserve) ahead of final approval by Town Council March 2023 (to follow)

**10. Civic Budget Spending request**

To receive the report from the Deputy Town Clerk as requested by the Town Mayor and approve alternative use of allocated monies within the 2022/2023 budget provisions (attached)

**11. Old Town Quarry**

- To receive and approve the draft strategy and programme and renovation plans (0 - 10-year vision) (To Follow)
- To receive the update report from the Deputy Town Clerk in relation to planning applications and building plans (To Follow)

**12. Cleaning Contract – Weston Museum**

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

**13. Cycle to Work Scheme**

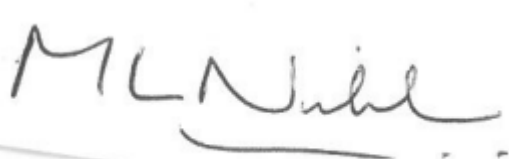
To receive the report from the Deputy Town Clerk (attached)

**14. Payroll and HR service review**

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

**15. Marine Lake Installation of Showers**

To receive the quotation from North Somerset Council and report from the Deputy Town Clerk (attached)



A handwritten signature in dark ink, appearing to read 'ML Nicholson', is written over a horizontal line.

Malcolm L Nicholson, LLB, DMS  
Town Clerk  
13<sup>th</sup> February 2022

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