

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

Date: Monday 18th December 2023

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.

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 Alan Peak (Chair), Gill Bute, Mark Canniford, John Crockford-Hawley, Hugh Malyan, Robert Payne, Lisa Pilgrim, Tim Taylor, Helen Thornton and Martin Williams.

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 16th October 2023 (attached)

4. To receive the minutes of the Working Party to Review Expenditure & Governance held on 30th November 2023 (unapproved) (attached)

5. To receive the minutes of the HQ Working Party Meetings held on the 1st December 2023 (unapproved) (attached)

- To note latest contract valuation for recommendation to Town Council (to be available at the meeting)

6. To receive the minutes of the Civic Consultation Meetings held on the 28th November 2023 (unapproved) (attached)

7. Monthly Financial Reports September & October 2023 (attached)

a) For Approval

Schedule of Unapproved Expenditure

b) For Noting

- Bank Reconciliations
- Budgetary Control Report
- Bank Interest Report
- Schedule of Receipted Income
- Bad debt report
- Overspend report

8. Interim Internal Audit Report (attached)

9. Medium Term Financial Plan 2024 / 2025 (including Capital forecast) (attached)

10. NNDR Rebate Weston Museum

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

11. PPM Update – issue of Purchase Order for revision of PPM programme following appointment of Contract Surveyor

To receive the report of the Deputy Town Clerk and Senior Development Officer (attached)

12. Town Council Vehicles

To receive the report of the Deputy Town Clerk and Grounds Manager (to follow)

13. Waterpark Operation and Business model for April 2024

To receive the report of the Deputy Town Clerk / Assistant Town Clerk as directed by Tourism & Leisure Committee (to follow)

14. Town Quarry Revised Heads of Terms

To receive the report of the Town Clerk (attached)

15. To Approve the amended Social Value Procurement Policy

To receive the report of the Town Clerk (attached)

16. Social Media Report

To receive the report of the Communications Officer (attached)

17. To approve the Town Council Charges for the year 2024/2025

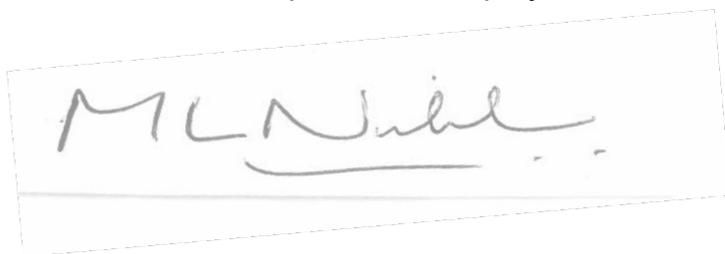
To receive the charging schedule for 2024 / 2025 (attached)

18. To recommend a Draft Budget for 2024/2025 to Town Council (attached)

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.

19. Bad Debt Report

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

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

Malcolm L Nicholson, LLB, DMS
Town Clerk
11th December 2023

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