



## **PUBLIC NOTICE**

### **FINANCE AND STAFFING COMMITTEE**

There will be a Meeting of the Finance and Staffing Committee of Minehead Town Council, to which all Committee members are summoned, at the Town Council Offices, 3 Summerland Road, Minehead on **Monday 9 March 2020 at 7.30 pm**. The Meeting will consider the items set out below.

Yours sincerely

Bryan Howe  
**Acting Clerk**

4 March 2020

**If any member of the public wishing to attend the meeting has special requirements (mobility or sensory impairment) please contact the Clerk**

Enquiries: 01643 707213

Chair: Cllr T Venner\*

Councillors: Cllr T Bloomfield, Cllr N Hercock, Cllr A Kingston-James,  
Cllr A Lawton, Cllr J Malin, Cllr B Mandley, Cllr C Palmer\*  
Cllr D Prosser

*(\* denotes Somerset West and Taunton District Councillor "SWaT")*

# AGENDA

**Please note that the Meeting will be digitally recorded**

*Members are reminded that Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and Biodiversity*

- 1 **To receive** Apologies for Absence [LGA 1972 s85 \(1\)](#)
- 2 **To receive** Councillors' Declarations of Interest and any Dispensations  
[In accordance with the provisions of the Localism Act 2011 in respect of members](#)
- 3 **To adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)
- 4
  - 4.1 **To approve** Direct Debit payments between 1 February 2020 and 29 February 2020
  - 4.2 **To approve** payments under £1,000
  - 4.3 **To recommend** to Full Council payments over £1,000
  - 4.4 **To receive** the Income Report for February 2020
  - 4.5 **To receive** a Verbal Update on the Action Monitoring System
- 5 **To receive** a Verbal Report regarding Bank Reconciliations for the period ended 29 February 2020
- 6 **To receive** the Chairman's Monthly Verbal Report
- 7 **To consider** Grant Applications from:
  - 7.1 Minehead Boxing Club
  - 7.2 West Somerset Stroke Club
  - 7.3 The 1<sup>st</sup> Minehead Girls' Brigade
  - 7.4 Minehead and Exmoor Music Festival
  - 7.5 Minehead Male Voice Choir
  - 7.6 Minehead and District Gardeners' Association
  - 7.7 Exmoor Youth Club
  - 7.8 Accessible Transport West Somerset ("ATWEST")
  - 7.9 Gateway Events
- 8 **To discuss** Grants Policies
- 9 **To receive** the Risk Management Report
- 10 **To receive** the Asset Register Report
- 11 **To receive** a Verbal Update on the Electric Vehicle
- 12 **To receive** a Verbal Update on the Online Banking facility
- 13 **To receive** a Verbal Update on the feasibility of supplying Councillors with Tablets/iPads
- 14 **To resolve** to exclude members of the Press and Public
- 15 **Confidential Item**