



## PUBLIC NOTICE

### FINANCE AND STAFFING COMMITTEE

ALL COUNCIL MEETINGS ARE OPEN TO THE PRESS AND PUBLIC

***This Meeting will be streamed Live on the Minehead Town Council Facebook Page***

Due to Coronavirus (Covid-19) measures, Minehead Town Council has set-up a Remote, Virtual Meeting system using “Zoom” technology. Any member of the public wishing to attend the Remote, Virtual Meeting will need to submit their request to do so by emailing [admin@mineheadtowncouncil.co.uk](mailto:admin@mineheadtowncouncil.co.uk) **no later than Friday 10 July 2020**.

If you would like to speak at the Remote, Virtual Meeting please email [admin@mineheadtowncouncil.co.uk](mailto:admin@mineheadtowncouncil.co.uk) **no later than Friday 10 July 2020** and inform the Acting Clerk as to the relevant Agenda item.

There will be a Remote, Virtual Meeting via “Zoom” of the Finance and Staffing Committee of Minehead Town Council, to which all Committee members are summoned, on **Monday 13 July 2020 at 7.30 pm**. The Meeting will consider the items set out below.

Bryan Howe  
Acting Clerk

7 July 2020

Enquiries: 01643 707213 or email [admin@mineheadtowncouncil.co.uk](mailto:admin@mineheadtowncouncil.co.uk)

Chair: Cllr C Palmer\*

Councillors: Cllr T Bloomfield, Cllr N Hercock, Cllr A Lawton (Deputy Chair), Cllr J Malin, Cllr B Mandley, Cllr M Palmer, Cllr T Venner\*

(\* 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 **Finance**
  - 4.1 **To approve** Direct Debit payments for June 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 June 2020
  - 4.5 **To approve** the Wages for July 2020
- 5 **To discuss** the purchase of the second-hand Conference Equipment with a view to approve the payment deferred from Full Council meeting of 30 June 2020
- 6 **To receive** a Verbal Report regarding Bank Reconciliations for the period ended 30 June 2020
- 7 **To receive** a Verbal Report regarding the "Actions' Log"
- 8 **To receive** the Chairman's Monthly Verbal Report
- 9 **To consider** Grant Applications from:
  - 9.1 *Watery Lane Pre-School: Pre-School Manager Liz Kane to make a presentation on this and take questions from Councillors*
  - 9.2 *Accessible Transport West Somerset ("ATWEST")*
  - 9.3 *Café Bar 21*
  - 9.4 *West Somerset Stroke Club*

- 10 **To receive** a Verbal Update on the feasibility of supplying Councillors with Tablets/iPads
- 11 **To consider** our Investment Returns with a view to maximise our investment returns
- 12 **To receive** a Verbal Update on the Risk Management monitoring
- 13 **To consider** options regarding a new mower and other equipment and refer to the Amenities and Environment Committee
- 14 **To receive** a Verbal Report regarding the hand sanitiser for the Public Toilets and refer to the Amenities and Environment Committee
- 15 **To consider** that MTC ring-fences the earmarked budget of £2,000 towards the Twinning Association's celebrations for the year 2020 and carries forward the said £2,000 to 2021 – and in doing this to ensure conformity with the financial regulations set by MTC and its governance
- 16 **To consider** the Peninsula Service Proposal regarding Personnel Support
- 17 **To consider** a Report regarding budgets for the Community Centre
- 18 **To resolve** to exclude members of the Press and Public
- 19 **Confidential Items**