



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 **no later than Friday 9 October 2020**.

If you would like to speak at the Remote, Virtual Meeting please email admin@mineheadtowncouncil.co.uk **no later than Friday 9 October 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 12 October 2020 at 7.30 pm**. The Meeting will consider the items set out below.

Bryan Howe
Deputy Clerk

7 October 2020

Enquiries: 01643 707213 or email "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** Regular Payments for September 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 September 2020
 - 4.5 **To approve** the Wages for October 2020
- 5 **To receive** a Verbal Report regarding Bank Reconciliations for the period ended 31 August 2020
- 6 **To receive** a Verbal Report regarding the "Actions' Log"
- 7 **To receive** the Chairman's Monthly Verbal Report
- 8 **To discuss** the Internal Audit Contract to appoint the internal auditor
- 9 **To receive** a report regarding an online payment facility and/or credit card
- 10 **To discuss** and approve use of Stripe for online payment collection
- 11 **To receive** a report regarding the Electric charging pod
- 12 **To receive** a report regarding renewing of Allotment Agreements for 20/21
- 13 **To discuss** possible Budget Consultation
- 14 **To discuss** monitoring the progress of the Budget Timetable
- 15 **To receive** a Verbal Report regarding the postponement of the proposed Drive-in-Movie
- 16 **To resolve** to exclude members of the Press and Public
- 17 **Confidential Items**