



## **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***

There will be a Meeting of the Finance and Staffing Committee of Minehead Town Council, to which all Committee members are summoned, at the Community Centre, Irnham Road, Minehead TA24 5DW on **Monday 12 July 2021** at **7.30 pm**. The Meeting will consider the items set out below

Ms Sam Rawle  
Clerk

6 July 2021

**Given the ongoing controls due to COVID-19, we respectfully ask that any members of the public wishing to attend/speak at a Council Meeting please contact the Clerk by 12 noon on the working day preceding the Meeting, giving their full contact details - otherwise they will not be allowed to enter**

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

Chair: Cllr C Palmer\*

Councillors: Cllr T Bloomfield, Cllr M Burke, Cllr O Harvey, Cllr A Lawton (Deputy Chair), Cllr R Lillis, Cllr J Malin, Cllr M Palmer, Cllr H Rose, 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 approve** the Minutes of the Finance & Staffing Committee meeting held on 12 April 2021 - *Minutes to be agreed by Councillors who were in attendance*
- 4 **To adjourn** the Meeting for Public Inclusion **Standing Order No 3e**
  - 4.1 **To receive** a presentation from Andrew Hazlewood regarding "Minehead Shed"
- 5 **Finance**
  - 5.1 **To approve** urgent payments for July 2021
  - 5.2 **To approve** payments under £1,000
  - 5.3 **To recommend** to Full Council payments over £1,000
  - 5.4 **To approve** payments by Procurement Card
  - 5.5 **To approve** Regular Payments for June 2021
  - 5.6 **To receive** the Income Report for June 2021
- 6 **To receive** a verbal report regarding Bank Reconciliations for the period ended June 2021
- 7 **To receive** a verbal report regarding the "Actions Log"
- 8 **To consider** Small Grant Applications from
  - 8.1 Broadlands Supported Living
  - 8.2 The Minehead Shed
- 9 **To discuss** Summerland Place Toilets
  - 9.1 Proposed refurbishment of clock
  - 9.2 CCTV
  - 9.3 Exterior appearance of the building
- 10 **To consider** the purchase of a new Electric Vehicle
- 11 **To resolve** to exclude members of the Press and Public
- 12 **Confidential Items**