

Committee Members: Cllrs Bowden, Campbell, Corlett-Shaw, Irven, Murphy (Chair), Westcott, and Whetlor


11 May 2021

Dear Councillor

You are hereby summoned to attend the meeting of the **Finance & General Purposes Committee** to be held in the **Watchet Visitor Centre, Harbour Road, Watchet**, on **Monday 17 May 2021 @ 6.30pm** for the purpose of transacting the following business.

Members of the press and public are welcome to attend

Yours faithfully



Sarah Reed
Town Clerk

A G E N D A

21/124C **Election of Chair**

21/125C **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))

21/126C To receive any **Declaration of Interests** under Watchet Town Council's Code of Conduct (adopted on 9 July 2012) issued in accordance with the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 SI No: 1464

21/127C **Application for a Financial Grant:**

- (i) 1940's weekend - *paperwork issued at the meeting*

21/128C **Financial Matters:**

- (i) Once per quarter, the Chair of this Committee shall be appointed to verify bank reconciliations for all accounts produced by the RFO, the contents to be noted by this Committee, *as per regulation 2.2*
- (ii) All payments above £500 and below £5,000 are itemised and reported to this Committee, *as per regulation 4.1 and displayed on the website*
- (iii) All payments issued outside of Full Council Meetings, shall be reported to this Committee, *as per regulation 6.6*
- (iv) To approve the insurance premium for 2021-22 – *Clerk's report will be issued prior to the meeting via **Appendix 1a***
- (v) Update on an insurance claim for a broken window on the tractor – *Clerk's report will be issued prior to the meeting via **Appendix 1b***

21/129C **Cemetery Matters:**

- (i) To approve amendments to the existing Burial Authority invoice in accordance with legislation- *drafted by the Cemetery Administrator and circulated to members prior to the meeting via **Appendix 2***
- (ii) Memorial Audit – to consider a quotation for works outlined in **Appendix 3**- *circulated to members prior to the meeting*

21/130C **To appoint Committee members:**

- (i) **Watchet Community Centre Management Committee** – *1 member to join the Chair of Committee*
- (ii) **Market sub-committee** – *1 member to join the Chair of Committee*

21/131C **Matters for the next meeting** – no discussion or decisions made