

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

13 July 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 19 July 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

- 21/138C **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))
- 21/139C 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
- 21/140C **Application for a Financial Grant:**
- (i) 1940's weekend – *decision required*
- 21/141C **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*
- 21/142C **Cemetery Matters:**
- (i) To include an inclusion in the Cemetery Policy for a (DVT) raised tablet - *drafted by the Cemetery Administrator and circulated to members prior to the meeting via (Appendix 1a)*
 - (ii) To consider a request to plant a miniature rose plant either side of the headstone on plot 140 – *See recommendation from the Cemetery Administrator contained in (Appendix 1b) – circulated to members prior to the meeting*
- 21/143C **Recommendation form the Personnel Committee:**
- (i) To approve amendments to all staff members 'employment contracts' in accordance with the NALC revised model – *please see (Appendix 2) circulated to members prior to the meeting*
- 21/144C **Matters for the next meeting** – no discussion or decisions made