

**Minutes of the Finance & General Purposes Committee
held on Monday 15 November 2021 at 6.30pm**

Present: Cllr Campbell, Cllr Corlett-Shaw, Cllr Irven, Cllr Murphy (Chair) Cllr Westcott, and Cllr Whetlor

In attendance: Sarah Reed, Town Clerk,

21/152C To receive Apologies for Absence (LGA 1972, section 85 (1): None received

21/153C To receive Declarations of Interest: None at this point

At this point Cllr Murphy proposed to **'change the order on the agenda and address item 21/156C (iv) as the next order of business'**. Seconded by Cllr Irven. Carried.

21/156C Financial Matters:

(iv) *Precept 2022-23-* to recommend the committee budget for inclusion in the 2022-23 Precept- *The RFO had circulated the Committees proposed budget spend for 2020-21 together with budget recommendations for discussion prior to the meeting.* A discussion ensued whereby Cllr Murphy proposed that **'the following recommendations are approved and a committee budget of £17,700 is presented to Full Council in the January meeting as part of the Precept 2022-23 proposals'**. Seconded by Cllr Whetlor. Carried

Precept Recommendation	2022-23
Corporate Grants	£6,000
Donations	£500
Insurance	£5,500
Software Licences	£1,200
Training	£500
WS Advice - SLA	£4,000
Total	£17,700

21/154C Presentation for a Financial Grant:

- (i) Watchet Live CIC, Carnival Parade- decision required – **Cllr Irven proposed that 'a grant of £3,500 is awarded to sponsor the 2022 Carnival Parade'**. Seconded by Cllr Whetlor.

21/155C Application for a financial donation:

- (i) Seeds of Hope- *paperwork circulated to members prior to the meeting-* Cllr Westcott proposed that **'a donation of £100 is awarded'**. Seconded by Cllr Whetlor. Carried.

21/156C Financial Matters:

- (i) **Once per quarter, the Chair of the 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 – Noted,**
- (ii) **All payments above £500.00 and below £5000.00 are itemised and reported to this Committee, as per regulation 4.1 - Noted and signed off by the Chair of the Committee**
- (iii) **All payments issued for payment outside of Full Council Meetings, shall be reported to this Committee, as per regulation 6.6 – Noted and signed off by the Chair of the Committee**

21/157C Exclusion of Press and Public

"That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw" (Public Bodies (Admission to Meetings) Act 1960

Cllr Murphy proposed that **'in view of the confidential nature of the business to be transacted that Standing Order 1c is invoked and the public are instructed to withdraw from the meeting'**. Seconded by Cllr Whetlor. Carried

See Excluded Notes **21/47EX**


- 21/158C To approve the recommendations from the Personnel Committee:**
(i) Appraisal reports for the Clerical Officer and Admin Support Officer

Members agreed to note the appraisal reports and approve the recommendations and budgets contained within

Cllr Murphy proposed the '**re-admittance of the public**'. Seconded by Cllr Whetlor. Carried.

- 21/159C Matters for the next meeting:**
(i) Liaise with the Clerk
(ii) Draft Precept

Meeting closed at 7.10pm

Signed: 

Dated: 