

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

15 February 2022

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 21 February 2022 @ 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

- 22/170C **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))
- 22/171C 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
- 22/172C **Financial Application for a Grant:**
- (i) Seeds of Hope – *paperwork circulated prior to the meeting via Appendix 1.1*
- 22/173C **Financial Application for a Grant from the COVID Reserve:**
- (i) Knights Templar Community School – ***decision required in line with the Councils financial policy for awarding a COVID grant-*** – *paperwork circulated prior to the meeting via Appendix 1.2*
- 22/174C **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*
- 22/175C **Cemetery Matters:**
- (i) Garden of Remembrance- to plant a foxglove tree to replace the dead yew tree as the centre piece and install a plaque – *report from the Cemetery Administrator circulated to members prior to the meeting via Appendix 2*
- 22/176C **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)
- 22/177C **Staffing:**
- (i) To review staffing salary increases in accordance with the approved allocated budget for 2022-22- *Clerks report circulated prior to the meeting*
- 22/178C **Matters for the next meeting** – no discussion or decisions made