

Committee Members: Cllrs Campbell, Ellwood, Irven, Murphy, Westcott, and Whetlor


17 May 2022

Dear Councillor

You are hereby summoned to attend the meeting of the **Finance & Staffing Committee** to be held in the **Watchet Visitor Centre, Harbour Road, Watchet**, on **Monday 23 May 2022 @ 6.00pm** for the purpose of transacting the following business.

Members of the press and public are welcome to attend

Yours faithfully



Sarah Reed
Town Clerk

AGENDA

- 22/01A **Election of Chair**
- 22/02C **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))
- 22/03C 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
- 22/04C **To appoint 1 member to join the Chair of Committee onto the Asset Management Committee- by formal proposal**
- 22/05C **Application for a financial grant:**
(i) Watchet Summertime – **decision required**
- 22/06C **Cemetery Matters:**
(i) To purchase a compost bin at the closed Churchyard – (**See Appendix 1**) - *circulated to members prior to the meeting*
(ii) Approval of headstone request - (**See Appendix 2**) *circulated to members prior to the meeting*
- 22/07C **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 2022-23- (**See Appendix 3**) – *circulated to members prior to the meeting*
- 22/08C **Matters for the next meeting** – no discussion or decisions made