

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

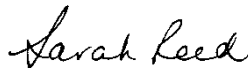
14 June 2022

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 20 June 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

- 22/09C **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))
- 22/10C 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
- 22/11C **To confirm and sign the Minutes of the Committee meeting held on 23 May 2022**  
(LGA 1972, Sch 12 Para 41 (1))
- 22/12C **Presentation for a financial grant:**  
(i) Watchet Community Cinema – *paperwork circulated to members prior to the meeting*
- 22/13C **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*
- 22/14C **Personnel Committee:**  
(i) To appoint 2 members to join the Chair of the Committee
- 22/15C **Matters for the next meeting** – no discussion or decisions made