

Committee Members: Cllrs Campbell, Ellwood, Irven, Murphy (Chair) Ward, Westcott, and Whetlor

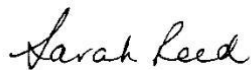
11 October 2022

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 17 October 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

AGENDA

- 22/31C **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))
- 22/32C **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
- 22/33C **To confirm and sign the Minutes of the meeting held on 22 September 2022-** *circulated to members prior to the meeting via **Appendix 1*** (LGA 1972, Sch 12 Para 41)
- 22/34C **Presentation for a financial grant:**
(i) WACET High Street Christmas Event – *paperwork circulated prior to the meeting*
- 22/35C **Application for a grant:**
(i) The Salvation Army – *paperwork circulated prior to the meeting*
- 22/36C **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*
- 22/37C **Update from the Personnel Committee:**
(i) New Admin Support Officer post – *report issued prior to the meeting*
- 22/38C **Matters for the next meeting** – no discussion or decisions made