

**Minutes of the Finance & Staffing Committee
held on Monday 12 December 2022 at 6.30pm**

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

In attendance: Sarah Reed, Town Clerk,

22/48C To Receive Apologies for Absence: (LGA 1972, section 85 (1))

As Chair Cllr Murphy proposed that **'the apologies given by Councillors Ellwood and Ward, are accepted'**. Seconded by Cllr Whetlor. Carried.

22/49C 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 –

Name	Minute No:	Description of Interest	Personal / Prejudicial	Action Taken
Cllr Irven & Murphy	22/54C	Directors of WCCT	Personal	Councillors remained in the meeting and participated in the discussion and voting

22/50C To confirm and sign the Minutes of the meeting held on 21 November 2022- *circulated to members prior meeting via Appendix 1-* (LGA 1972, Sch 12 Para 41) - Cllr Murphy proposed that **'the minutes of the meeting held on 21 November 2022 are approved as a true and accurate record'**. Seconded by Cllr Campbell. Carried.

22/51C Application for a Financial grant: *decision required*

- (i) Carnival Committee – 2023 Carnival – after a brief discussion, Cllr Irven proposed that **'a grant of £3,000 is awarded'**. Seconded by Cllr Westcott.

22/52C 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**
- (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**
- (iv) **Annual subscription to Society of Local Council Clerks – circulated via Appendix 2 – Cllr Whetlor proposed 'that the annual subscription to the SLCC for £296 is paid'. Seconded by Cllr Irven. Carried.**

22/52C Exclusion of the 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 **'due to the confidential nature of the business to be transacted, Standing Order (1d) is invoked, and the public and press are instructed to withdraw'**. Seconded by Cllr Campbell. Carried.



22/54C Staffing:

- (i) To consider the salaries element of the draft precept 23/24 with a view to making recommendations to January Full Council meeting- *papers circulated via Appendix 3b*

See Excluded notes **22/51EX**

Members agreed to recommend a staffing budget for the 2023-24 Precept of £110,309 to Full Council at the January meeting.

Cllr Murphy proposed '**the re-admittance of the public to the meeting**'. Seconded by Cllr Campbell. Carried.

22/55C Draft Precept 2023-24:

- (i) To consider the draft precept for 2023/24 with a view to making recommendations to January Full Council meeting- *papers circulated via Appendix 3b*- After a long discussion, Cllr Murphy proposed that '**A precept amount of £192,980 for 2023-24 is recommended to Full Council at the January meeting, this is a 0% increase on the Councils budget from last year as to not further financially burden Watchet residents**'. Seconded by acclaim. Carried.

22/56C Staffing Policies:

- (i) To adopt the reviewed 'Equalities Policy' – *paperwork circulated via Appendix 4* – After a brief discussion, Cllr Irven proposed that '**the Equalities Policy is adopted**'. Seconded by Cllr Murphy. Carried. Members wanted a thank you noted to the Deputy Clerk for her work in drafting this policy.

22/57C Matters for the next meeting – no discussion or decisions made

- Liaise with the Clerk

Meeting closed at 7.00pm

Signed.....



Date.....

16 January 2023

