

**Minutes of the Finance & Staffing Meeting
held on Monday 18th March 2024 at 6.30pm**

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

In attendance: Annie Robinson – Deputy Clerk

24/70C **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))
Cllr Murphy proposed that **'apologies given by Cllr Brake and Cllr Whetlor are accepted'**. Seconded by Cllr Campbell. Carried.

24/71C **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
Cllr Irven	24/73C	Uses pool facilities	Personal	Remained in the room, took part in discussion voting

24/72C **To confirm and sign the Minutes of the meeting held on 19th February 2024-** *circulated to members prior to the meeting via Appendix 1-* (LGA 1972, Sch 12 Para 41)
Cllr Murphy proposed that **'the Finance & Staffing minutes of the 19th February 2024 meeting are a true and accurate record'**. Seconded by Cllr Irven. Carried.

24/73C **Financial application for a Grant:**

- (i) Knights Templar School Community Association – *decision required*
The Committee discussed the presentation by a representative of Knights Templar School Community Association at their meeting held on 19th February 2024. KTSCA requested assistance in a financial grant of £783.60 in support of funding the replacement of a hot water circulation pump for the Community Swimming pool. All Councillors agreed that Knights Templar School Swimming pool was an important and excellent community facility that should be supported by the Council. Cllr Irven proposed that **'the Knights Templar School Community Association are awarded the full sum requested of £783.60 from 2023/24 grants budget'**. Seconded by Cllr Campbell. Carried.
- (ii) Watchet Conservation Society – *decision required*
The Committee discussed the presentation by a representative of Watchet Conservation Society at their meeting held on 19th February 2024. Watchet Conservation Society requested assistance in a financial grant of £650.00 for the manufacture and replacement of the Victorian Pleasure Ground Presentation Board.
It was agreed by all Councillors that the remaining sum available for funding bids should be awarded to Watchet Conservation Society. Cllr Murphy proposed that **'Watchet Conservation Society are awarded the sum of £50.00 from the remaining 2023/24 grants budget'**. Seconded by Cllr Campbell. Carried.

24/74C **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*
Noted
- (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. – tabled at the meeting*



Noted. Council ae happy to include payroll as a 'global' figure on the report. Signed off by the Chair.

24/75C **Matters for the next meeting**

- Proposal report on current working hours and overtime to assess ongoing and future requirements.
- Liaise with Clerk

Meeting closed at 6.55 pm

Signed.....



Date.....

22 April 2024