



## Notice of the next Council Meeting

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS

(Public Bodies (Admission to Meetings) Act 1960)

Dear Committee Members,

You are hereby summoned to attend the following meeting:

Meeting of...	Finance and Policy Executive Committee
Time...	15:30hrs
Date...	Thursday 10 December 2020
Place...	<a href="#">Virtual Meeting using Zoom</a> Meeting ID: 857 7546 0459 Passcode: 868657 or Phone: +44 203 901 7895

Councillors will be discussing all the items listed overleaf on the Agenda.

Yours faithfully

*David Mears*

**David Mears CertHE PSLCC**

**Town Clerk**

05 December 2020

**15.30 (Prior to the start of the meeting)**

**Questions and comments from members of the public**

Public Attendance: If the public wish to make a comment or ask the committee a question, these must be emailed to the Town Clerk at least 24 hours in advance.

N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)



## A G E N D A

**FEC2020/62 To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))**

**FEC2020/63 Declarations of interests** - Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

**FEC2020/64 To approve and sign as a correct record the minutes of the Finance Committee Meeting held on Monday 12 October 2020 (LGA 1972 sch 12, para 41(1))**

**FEC2020/65 Draft Budget 2021/2022** – to discuss and recommended to full council the draft budget for 2021/2022

**FEC2020/66 Staff Payroll** – to give authority to the Town Clerk to terminate the contract with Sedgemoor District Council for the payroll services of the Town Council and to bring the payroll in-house. N.b this will represent a saving per annum circa £1,300.

**FEC2020/67 To resolve to exclude members of the press and public** - To agree that agenda item FEC2020/68 and FEC2020/69 be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies (Admission to Meetings) Act 1960

**FEC2020/68 Staffing**

- a) **To receive a general staff update**
- b) **To receive staff budget cost breakdown and to consider the pay increments for staff and promotion of one member of staff**

**FEC2020/69 Properties**

- a) **To receive an update on the awarding of contracts for the refurbishment of the Lodge at Quantock Road Cemetery and to give guidance to the Town Clerk on terms and conditions of tenancy**
- b) **To receive an update on the disposal of land at Bristol Land and to consider the request for the entrance and side parcel of land (represented due to new information to consider)**

**Committee members:** Councillors Smedley (Committee Chair), Burrows, Cordiner, Gibson, Heywood, Lerry, Pearce, and Redman.