

**Minutes of the Finance & General Purposes Committee**  
**held on Monday 19 February 2018 at 6.30pm**

**Present:** Cllr Bowden, Cllr Irven (Chair), Cllr Murphy, Cllr Nuttall, Cllr Westcott

**In attendance:** Sarah Reed, Town Clerk

**18/56C To receive Apologies for Absence:** Cllr Murphy proposed that *'the apologies from Cllrs Johnson and Whetlor are accepted'*. Seconded by Cllr Westcott. Carried

**18/57C To receive Declarations of Interest:** None at this point

**18/58C Financial Presentation:**

(i) Watchet Carnival Committee:

A request for the Committee's consideration was put forward at the last meeting for a grant of £3,500 to sponsor the carnival parade for 2018. Members wanted their support of this important event to the town put on record and expressed their gratitude and thanks to all involved.

Cllr Nuttall proposed that *'a grant of £3,500 to sponsor the Carnival Parade for 2018 is approved and allocated from the 2018-19 budget which comes into operation in April 2018'*. Seconded by Cllr Bowden. Carried.

**18/59C 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 of the Committee (attached).**
- (iii) **Cheques 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 of the Committee (attached).**

**18/60C Exclusion of Press and 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 Irven proposed that *'in view of the confidential nature of the business to be transacted that Standing Order 1c is invoked and the public are instructed to withdraw from the meeting'*. Seconded by Cllr Murphy. Carried

**18/61C To approve the recommendations from the Personnel Committee:**

(i) Appraisal reports for the Groundsman and the Operations Assistant:

**See Excluded Notes 18/12EX**

Members accepted the recommendations presented by the Personnel Committee

Cllr Irven proposed *'the re-admittance of the public to the meeting'*. Seconded by Cllr Nuttall

**18/62C Matters for the next meeting-** Liaise with the Clerk to include:

Meeting closed at 6.48 pm

Signed: .....

Dated: *20 March 2018* .....