



## WINCANTON TOWN COUNCIL

**Due to Covid restrictions, any member of the public wishing to attend this meeting please book a space [office@wincantontowncouncil.gov.uk](mailto:office@wincantontowncouncil.gov.uk)**

### **EVACUATION PROCEDURE**

When the continuous alarm sounds, you must evacuate the building by the exit. and proceed downstairs to outside of the Bear Inn.

### **THIS MEETING MAY BE FILMED OR RECORDED**

To Members of the Finance and General Purposes Committee: Councillors C Cole, E Hix, L Ralph, S Shelbourn-Barrow and I Thomas.

### **YOU ARE HEREBY SUMMONED TO A FINANCES AND GENERAL PURPOSES COMMITTEE MEETING TO BE HELD ON TUESDAY 3RD AUGUST 2021 AT 7.00PM IN THE COUNCIL CHAMBER, WINCANTON TOWN HALL**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability) Crime & Disorder, Health & Safety and Human Rights.

Members are also reminded of their obligations to declare their interest under the Code of Conduct as defined by regulations made under section 30(3) of the Localism Act 2011 and consideration of requests for Grants of Dispensations in respect of Disclosable Pecuniary interests.

Jo Swift  
Locum  
27<sup>th</sup> July 2021

### **PUBLIC PARTICIPATION**

Before the meeting, the Chair may allow a public session to enable people to ask questions of the Council and make comments, in accordance with Standing Orders 3e and 3h. Questions are directed to Council and should be restricted to matters on the agenda. Members of the public are not to verbally abuse or harass a member of the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

## AGENDA

### **1. ELECTION OF CHAIRMAN 2021/2022**

To elect a Chairman for the ensuing municipal year.

### **2. ELECTION OF VICE- CHAIRMAN 2021/2022**

To elect a Vice-Chairman for the ensuing municipal year.

### **3. APOLOGIES**

To receive any apologies for absence and to approve the reasons given (LGA 1972 s85 (1)).

### **4. DECLARATIONS OF INTEREST**

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Wincanton Town Councils Code of Conduct (adopted on 23<sup>rd</sup> September 2019).

### **5. MINUTES OF THE PREVIOUS MEETING**

That the minutes of the Finance and General Purposes Committee meeting held on 18<sup>th</sup> January 2021 are approved as a correct record and signed by the Chairman.

### **6. RESERVES POLICY**

To consider the draft Reserves Policy to be approved by the full Council.

### **7. EARMARKED RESERVES**

To consider the report and recommendation in respect of earmarked reserves for 2021/2022.

### **8. NAT WEST BANK ACCOUNT**

Now the bank account with Unity Trust is up and running, it is requested to close all the Nat West bank accounts and move all funds to Unity Trust and to open a savings account with Unity Trust.

### **9. FINANCIAL REPORT**

To decide what financial reports the committee would like to see at the meetings (monthly finances are reported to the full Council).

### **10. FUTURE MEETINGS**

It is suggested that the Finance and General Purposes committee meetings are quarterly to coincide with the finances as per item in 17 in the Terms of Reference:

*The Finance and General Purposes Committee shall have an overview of the quarterly budgets to monitor expenditure against budgets and to look for opportunities to increase income and reduce costs.*

Qrt 1 April to June – meeting to be held in July

Qrt 2 July to September – meeting to be held in November (to approve the draft budget for recommendation to the December full Council meeting)

Qrt 3 October to December – meeting in January

Qrt 4 January to March – meeting in April (end of year accounts)

**11. NAT WEST BANKING BREACH**

At the April 2021 full Council meeting it was agreed that the locum Clerk, at that time, would investigate a serious breach of confidentiality by Nat West bank and report to the Ombudsman. An update to be provided.

**12. DATE OF THE NEXT MEETING**

The next scheduled meeting of the Finance and General Purposes committee is 5<sup>th</sup> October 2021. However it is recommended, as per agenda item 10, to hold the next meeting in November 2021 to enable a draft budget to be considered for recommendation to the full Council in December 2021.