

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT
Please note that meetings may be recorded

WEST MOORS TOWN COUNCIL

4 Park Way, West Moors, Dorset BH22 0HL
Tel: 01202 861044 Email: office@westmoors-tc.gov.uk



Dear Councillor

You are summoned to attend a meeting of the **FINANCE & GENERAL-PURPOSE COMMITTEE** being held on **THURSDAY 9th JULY 2026 at 7.30pm** in The Pavilion, Fryer Field to transact the following business:

J Weedon

Judi Weedon
Town Clerk

30th June 2026

Committee Membership

Cllr J Staig – Chair

Cllr M Hawkes
Cllr D Shortell

Cllr Mrs C Holmes
Cllr C Way

Cllr J Randall
Cllr K Wilkes

Cllr Mrs N Senior
Cllr Mrs P Yeo

AGENDA

1. [To Receive Apologies for Absence](#)
2. [Questions from Members of the Public](#) (Public to submit questions a minimum of 24 hours prior to meeting. Any questions/representations will be read out) Public session is limited to 10 minutes
3. [To Receive Declarations of Interests on any Matter on this Agenda](#)
4. [To Receive Clerks Report](#)
5. [To Receive Financial Information](#)
 - a. [Bank Reconciliations up to end June 2026](#)
 - b. [Internal Controls and income reports to end June 2026](#)
 - c. [Budget Comparison for first quarter 30.06.2026](#)
 - d. [CCLA Information](#)
6. [To Approve Accounts for Payment](#)
7. To Review Policies and Procedure
 - a. [Financial Regulations](#)
 - b. [Standing Orders](#)
 - c. [Social Media Policy](#)
8. [To Receive Correspondence](#)
9. [Staff Matters:](#)
 - a. Sickness Report
 - b. Overtime report
 - c. Annual Leave report

AGENDA ITEM 1 – Apologies for Absence

The Clerk will give the apologies for those councillors who have given prior notice that they are unable to attend the meeting.

PLEASE NOTE: That a reason for all future apologies for non-attendance at meetings will be required. This is part of the Local Government Act 1972 s 85(3) and Sch 12 para 40.

The reason for the apology will be noted in the minutes.

AGENDA ITEM 2 – Questions from Members of the Public

Public are required to submit questions a minimum of 24 hours prior to meeting. Please note that the meeting is by law 'a meeting held in public, not a 'public meeting'. The law gives members of the public the right to attend and observe but not to speak. Any questions/representations received will be read out) Public session is limited to 10 minutes

AGENDA ITEM 3 – Declarations of Interests

If an item appears on the agenda that a member holds a pecuniary interest in, as stated on their registration of pecuniary interest form, they must declare that interest and follow the rules set out in the Code of Conduct.

If any member is in any doubt whether to declare an interest, please speak to the clerk.

AGENDA ITEM 4 – Clerks Report

1. All documents for the year end were submitted to BDO on the 5th May. BDO will not look at the accounts until the public rights period has ended, which is the 14th July.

Agenda Item 5 – Financial Information

Agenda 5a – Bank Reconciliations

Bank Statements up to 30.06.26 have been checked by the Cllr Staig, and should any other member wish to inspect the bank statements they can be emailed or made available at the meeting

Bank reconciliation as at 30.06.2026

Amount in bank as at 31/05/26	£360,055.43
Income during June	£5,419.42
Expenditure during June	£21,060.15
Amount in bank as at	£344,414.70

Bank Reconciliation as at 30/06/2026

Current	£3,313.52
Deposit	£316,038.57
CCLA PSDA	£25,000.00
Petty cash	£11.94

	£344,364.03
Less outstanding payments	£0.33
Plus unpresented receipts	£51.00

Total amount held in accounts	£344,414.70

Long Term Investment:

CCLA Property Fund	£120,835.44
(Nominal value at 31.03.2026)	

Outstanding Loan Amount

Public Works Loan	(£25,739.19)
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Agenda 5b – Income reports

Received Income 01.05.26 to 31.05.26			
Accepted date	Gross	Organisation	Details
01.05.26	£71.00	Plot holder	Allotment rent
01.05.26	£49.00	Plot holder	Allotment rent
01.05.26	£50.00	Terraforma	Tractor rent
01.05.26	£90.00	Longfleet FC	Sports Fees
05.05.26	£44.00	Plot holder	Allotment rent
05.05.26	£470.00	Grange Athletic FC	Sports Fees
05.05.26	£164.00	Ferndown All Stars	Sports Fees
05.05.26	£30.00	Friends of the Strays of Greece	Storage costs
05.05.26	£20.00	Little Thoughts	Westival stall
05.05.26	£50.00	Velvet Catering Co	Westival stall
05.05.26	£20.00	Little Acorn Stichery	Westival stall
07.05.26	£77.25	CCLA PSDA	Interest
07.05.26	£37.00	WM Bowls Club	MUGA hire for Westival
08.05.26	£18.50	J Berry	Pavilion hire
08.05.26	£13.50	Various	bag sales
11.05.26	£76.00	HELM	Sports Fees
11.05.26	£20.00	Fit and Healthy	Westival stall
11.05.26	£541.98	Try Booking	Revenue from Fun Run tickets
11.05.26	£147.05	Lloyds Bank	Interest
12.05.26	£5.00	Various	fun run ticket
12.05.26	£32.50	Various	bag sales
12.05.26	£275.10	Various	bag sales
12.05.26	£40.00	moria Wood	Westival stall
14.05.26	£143.00	Phoenix Marble and Granite	Cemetery fees
114.05.26	£50.00	JJ Catering	Westival stall
18.05.26	£101.00	West Moors Fc	sports fees
18.05.26	£20.00	Mystic Moon	Westival stall
18.05.26	£10.00	DAG	Westival stall
18.05.26	£50.00	Greek Kiosk	Westival stall
19.05.26	£202.00	West Moors YFC	sports Fees
19.05.26	£42.50	Tulsa Band	Pavilion hire
19.05.26	£25.00	various	bag sales
26.05.26	£143.00	d Bradford Memorials	Cemetery Fees
26.05.26	£61.00	Williams Monumental	Cemetery Fees
26.05.26	£13.50	various	bag sales
27.05.26	£594.00	Phoenix Marble and Granite	Cemetery fees
28.05.26	£19.00	Edward Cowan	Sports Fees
28.05.26	£110.00	Copeative Funeral Care	Cemetery fees
28.05.26	£18.50	J Berry	Pavilion Hire
28.05.26	£23.00	Chapman	Sports Fees
28.05.26	£10.00	FotSoG	Westival stall
29.05.26	£110.00	Nicholas Ohara	Cemetery fees
29.05.26	£26.66	Plot holder	Allotment fees
29.05.26	£17.00	Hadfield	Sports Fees
Total	£4,131.04		

Received Income 01.06.26 to 30.06.26			
Accepted date	Gross	Organisation	Details
01.06.26	£24.50	Plot holder	Allotment rent
01.06.26	£50.00	Terraforma	Tractor rent
01.06.26	£20.00	Healthful Mind	Westival stall
01.06.26	£20.00	Michelle Kay	Westival stall
01.06.26	£121.00	Thomas Jones memorials	Cemetery fees
01.06.26	£61.00	Excalibur Stone	Cemetery fees
02.06.26	£350.00	Grange Athletic	Sports Fees
02.06.26	£63.00	HELM	Sports Fees
02.06.26	£85.00	Grange Athletic	Sports Fees
02.06.26	£43.00	Various	bag sales
02.06.26	£32.00	Various	Cemetery fees
02.06.26	£80.59	CCLA	Interest
04.06.26	£30.00	Friends of the Strays of Greece	Storage costs
04.06.26	£40.00	Bravingtons Market	Westival stall
04.06.26	£20.00	Helping Hands	Westival stall
05.06.26	£40.00	Mr Linn	Westival stall
08.06.26	£82.00	Ferndown All Stars	Sports Fees
08.06.26	£15.00	Chris Yep	Pavilion hire
08.06.26	£20.00	Ms Underhill	Westival stall
09.06.26	£33.00	Mrs Good	Allotment fees
09.06.26	£20.00	Specsavers	Westival stall
09.06.26	£20.00	Mrs Turner	Westival stall
09.06.26	£85.00	Grange Athletic	Sports Fees
09.06.26	£18.00	Various	bag sales
09.06.26	£158.90	Lloyds bank	Interest
10.06.26	£197.00	Various	bag sales
10.06.26	£40.00	Barchester Healthcare	Westival stall
11.06.26	£20.00	Cloud of Crochet	Westival stall
11.06.26	£25.00	Mr James	Sports Fees
11.06.26	£20.00	Home Instead	Westival stall
12.06.26	£40.00	Tesla	Westival stall
12.06.26	£61.00	Nicholas Ohara	Cemetery Fees
12.06.26	£150.00	Longfleet FC	Sports Fees
12.06.26	£100.00	West Moors Fc	Sports Fees
12.06.26	£20.00	Sturts Farm	Westival stall
12.06.26	£17.00	Will Payne	Sports Fees
12.06.26	£20.00	DES Renewable Energy	Westival stall
15.06.26	£21.00	Tulsa Band	Pavilion hire
15.06.26	£40.00	S&V Toys	Westival stall
15.06.26	£10.00	Anytime fitness	Westival stall
16.06.26	£76.50	Various	bag sales
16.06.26	£158.00	Thomas Jones memorials	Cemetery fees
17.06.26	£1,480.00	Nicholas Ohara	Cemetery fees
18.06.26	£10.00	West Moors Fc	Westival stall
18.06.26	£20.00	CK Country Western	Westival stall
18.06.26	£20.00	Tiny Tumbles	Westival stall

19.06.26	£339.86	Miss Crouch	Ground rent and insurance
19.06.26	£23.00	Sam Chapman	Sports Fees
22.06.26	£18.84	Grange Athletic	Utilities - Tournament
22.06.26	£174.23	Grange Athletic	Waste Disposal - Tournament
22.06.26	£18.50	John Berry	Pavilion hire
22.06.26	£17.00	Will Payne	Sports Fees
22.06.26	£25.50	Grange Athletic	Pavilion hire
22.06.26	£33.00	Mr Dower	Allotment fees
22.06.26	£20.00	Ferndown Financial Planning	Westival stall
22.06.26	£20.00	Paul Haywood Balloons	Westival stall
23.06.26	£20.00	Friends of the Strays of Greece	Pavilion hire
23.06.26	£29.50	Various	bag sales
23.06.26	£20.00	3D247UK	Westival stall
24.06.26	£121.00	Minster Stone	Cemetery fees
25.06.26	£32.00	Mr Hanson	Cemetery fees
25.06.26	£50.00	Tucky's	Westival stall
26.06.26	£50.00	Bif Chief Ice creams	Westival stall
29.06.26	£25.50	West Moors YFC	Pavilion hire
29.06.26	£20.00	Harpers 3D prints	Westival stall
30.06.26	£19.00	Various	bag sales
Total	£5,154.42		

AGENDA ITEM 5c – Budget Comparison

Financial Budget Comparison

Comparison between 01/04/2026 and 30/06/2026 (1st quarter)

		26/27 Approved Budget	Actual Net to date	Balance
INCOME				
Finance And General Purposes Committee				
1000	Precept	£248,947.00	£124,473.50	-£124,473.50
1010	Interest - Deposit Acc	£2,000.00	£426.46	-£1,573.54
1011	Interest - CCLA PS Deposit Acc	£1,000.00	£157.84	-£842.16
1025	Dividend - CCLA Property Fund	£5,000.00	£1,501.23	-£3,498.77
1030	General	£0.00	£0.00	£0.00
1032	Community Event Income	£3,000.00	£4,050.08	£1,050.08
1035	CIL Receipts	£0.00	£0.00	£0.00
1040	Sales - Dog Waste bags	£340.00	£77.50	-£262.50
1045	Sales - Kitchen Caddy bags	£2,500.00	£552.75	-£1,947.25
1050	Insurance Claims	£0.00	£0.00	£0.00
1070	Grants	£0.00	£0.00	£0.00
1080	Youth Club (rent and water)	£200.00	£0.00	-£200.00
1090	Park Way ground rent and insurance charge	£300.00	£339.86	£39.86
Total Finance And General Purposes		£263,287.00	£131,579.22	-£131,707.78
Environment Committee				
1100	Fryer Field Fees			
/1	Football	£4,000.00	£784.84	-£3,215.16
/3	MUGA	£12,000.00	£1,219.00	-£10,781.00
/4	Other	£2,000.00	£1,033.12	-£966.88
	Total	£18,000.00	£3,036.96	-£14,963.04
1110	Cemetery Fees			
/1	Memorial	£5,000.00	£1,539.00	-£3,461.00
/2	Interment	£12,000.00	£3,226.00	-£8,774.00
/3	Purchase Plot	£6,000.00	£3,411.00	-£2,589.00
	Total	£23,000.00	£8,176.00	-£14,824.00
1115	Allotment Rent	£2,000.00	£1,989.98	-£10.02
1120	Insurance Settlements	£0.00	£0.00	£0.00
1125	Memorial Benches and Plaques	£0.00	£0.00	£0.00
Total Environment		£43,000.00	£13,202.94	-£29,797.06
Total Income		£306,287.00	£144,782.16	-£161,504.84

EXPENDITURE

Finance And General Purposes Committee

2000	Salaries	£82,542.00	£19,979.18	£62,562.82
2010	Employers Pension Contributions	£17,300.00	£4,118.88	£13,181.12
2020	Employers NIC	£10,100.00	£2,566.76	£7,533.24
2030	Expenses			
/1	Office staff	£500.00	£69.88	£430.12
/3	Councillors Travel	£200.00	£0.00	£200.00
/4	Chairman's Allowance	£75.00	£0.00	£75.00
	Total	£775.00	£69.88	£705.12

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2040	Training			
/1	Clerk/Staff	£600.00	£0.00	£600.00
/2	Councillors	£750.00	£0.00	£750.00
	Total	£1,350.00	£0.00	£1,350.00
2045	Health & Safety	£100.00	£0.00	£100.00
2050	Office and Admin Costs			
/1	Non Domestic Rates	£0.00	£0.00	£0.00
/2	Electricity	£2,500.00	£375.45	£2,124.55
/3	Phone Charges	£700.00	£111.53	£588.47
/4	Broadband Charges	£400.00	£108.51	£291.49
/5	Stationery	£350.00	£28.31	£321.69
/6	Photocopier	£1,800.00	£395.33	£1,404.67
/7	Maintenance inc refuse collection	£500.00	£146.18	£353.82
/9	Water Charges	£200.00	£0.00	£200.00
	Total	£6,450.00	£1,165.31	£5,284.69
2055	Public Works Loan repayment	£6,940.00	£3,469.11	£3,470.89
2060	IT Costs			
/1	IT Support	£3,500.00	£1,059.09	£2,440.91
/2	IT Capital Expenditure	£1,000.00	£129.17	£870.83
/3	Website Costs	£15,000.00	£3,224.00	£11,776.00
	Total	£19,500.00	£4,412.26	£15,087.74
2070	Insurance	£6,000.00	£367.36	£5,632.64
2080	Petty Cash			
/1	Postage	£100.00	£7.28	£92.72
/2	Other	£100.00	£0.00	£100.00
	Total	£200.00	£7.28	£192.72
2090	Professional Fees			
/1	Audit Fees	£2,000.00	£487.50	£1,512.50
/2	Legal Fees	£3,500.00	£1,692.00	£1,808.00
/3	Other fees	£0.00	£0.00	£0.00
	Total	£5,500.00	£2,179.50	£3,320.50
	Subscriptions			
/1	DAPTC	£1,800.00	£1,791.14	£8.86
/2	SLCC	£380.00	£0.00	£380.00
/3	Others	£1,400.00	£584.90	£815.10
	Total	£3,580.00	£2,376.04	£1,203.96
2110	Purchase of dog waste bags	£250.00	£62.20	£187.80
2115	Purchase of Kitchen Caddy Bags	£2,000.00	£0.00	£2,000.00
2120	Grants			
/1/2	General Grants	£7,500.00	£2,664.00	£4,836.00
/3	CAB (section 142)	£1,500.00	£0.00	£1,500.00
	Total	£9,000.00	£2,664.00	£6,336.00
2130	Election Expenses	£0.00	£0.00	£0.00
2140	General & Contingency	£250.00	£30.00	£220.00
2150	Advertising and Publicity	£600.00	£40.32	£559.68
2180	Remembrance Day costs	£800.00	£0.00	£800.00
2190	Youth Club Funding	£20,000.00	£0.00	£20,000.00
2195	Service Devolution	£0.00	£0.00	£0.00
2197	CIL Expenditure	£0.00	£0.00	£0.00
2198	Community Celebrations	£1,000.00	£539.18	£460.82
4097	Community Event Costs (Westival)	£6,000.00	£4,956.47	£1,043.53
2199	Zettle card transaction fees	£0.00	£19.35	£19.35
	Total Finance And General Purposes	£200,237.00	£49,023.08	£151,213.92

Environment Committee

3010	Fryer Field Maintenance			
/1	General	£3,000.00	£718.90	£2,281.10
/4	Contractor fees	£10,000.00	£1,542.52	£8,457.48
	Total	£13,000.00	£2,261.42	£10,738.58
3020	Pavilion Running costs			
/1	Electricity	£1,500.00	£249.49	£1,250.51
/2	Water/sewage charges	£800.00	£0.00	£800.00
/3	Maintenance	£6,500.00	£751.24	£5,748.76
/4	Legionella Testing	£1,500.00	£344.22	£1,155.78
/5	Phone/Broadband	£550.00	£98.31	£451.69
	Total	£10,850.00	£1,443.26	£9,406.74
3030	Multi Use Games Area			
/2	General Maintenance	£1,500.00	£0.00	£1,500.00
/3	Electricity	£700.00	£91.31	£608.69
/5	Fund for additional MUGA	£0.00	£0.00	£10,000.00
	Total	£2,200.00	£91.31	£2,108.69
3040	Fencing	£2,000.00	£0.00	£2,000.00
3050	Fryer Field Play Area			
/1	Maintenance	£500.00	£0.00	£500.00
/2	Safety Inspections	£500.00	£480.00	£20.00
	Total	£1,000.00	£480.00	£520.00
3060	Oakhurst Play Area			
/1	Maintenance	£500.00	£0.00	£500.00
/2	Safety Inspections	£500.00	£480.00	£20.00
	Total	£1,000.00	£480.00	£520.00
3070	Skatepark Maintenance	£400.00	£0.00	£400.00
3080	Play Equipment	£0.00	£0.00	£0.00
3100	Cemetery Costs			
/1	Non Domestic Rates	£1,000.00	£839.80	£160.20
/2	Water Charges	£50.00	£0.00	£50.00
/3	Buy back of plots	£0.00	£0.00	£0.00
	Total	£1,050.00	£839.80	£210.20
3110	Cemetery Maintenance			
/1	General	£1,500.00	£10.14	£1,489.86
/2	Fencing	£300.00	£0.00	£300.00
/3	Gravel	£350.00	£0.00	£350.00
/7	Refuse Collection	£950.00	£238.29	£711.71
/8	Contractor fees	£7,400.00	£1,187.66	£6,212.34
	Total	£10,500.00	£1,436.09	£9,063.91
3120	Memorial Inspections	£0.00	£0.00	£0.00
3140	Petwyn Maintenance/Improvements	£400.00	£446.55	-£46.55
3145	Open Green Space Maintenance	£2,000.00	£0.00	£2,000.00
3150	Allotments	£1,200.00	£33.85	£1,166.15
3160	Tree Maintenance	£3,000.00	£0.00	£3,000.00
3170	Climate Emergency	£500.00	£0.00	£500.00
4000	Public Seats			
/1	Maintenance	£1,000.00	£0.00	£1,000.00
/2	Purchase	£0.00	£0.00	£0.00
	Total	£1,000.00	£0.00	£1,000.00
4010	Bus Shelters	£500.00	£0.00	£500.00
4020	Street Furniture	£600.00	£75.93	£524.07
4025	Speed Watch & SID	£500.00	£9.99	£490.01

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4030	General	£200.00	£0.00	£200.00
4040	Christmas	£7,500.00	£0.00	£7,500.00
4070	Lengthsman	£1,800.00	£0.00	£1,800.00
4075	Public Toilets			
/1	Cleaning	£15,000.00	£3,104.00	£11,896.00
/2	Maintenance	£5,000.00	£114.16	£4,885.84
/3	Water/sewage charges	£3,000.00	£172.73	£2,827.27
/4	Electricity costs	£1,000.00	£103.47	£896.53
	Total	£24,000.00	£3,494.36	£20,505.64
4076	Car Park costs	£2,000.00	£0.00	£2,000.00
4090	Dog Bins	£650.00	£0.00	£650.00
4095	CCTV			
/1	Purchase/Installation	£0.00	£0.00	£0.00
/2	Maintenance	£200.00	£0.00	£200.00
	Total	£200.00	£0.00	£200.00
4098	Fryer Field Development Plan	£0.00	£0.00	£0.00
4099	Litter picking events	£500.00	£0.00	£500.00
Total Environment expenditure		£88,550.00	£11,092.56	£87,457.44
Monies for various earmarked funds		£17,500.00		
Total Expenditure		£306,287.00	£60,115.64	£238,671.36

AGENDA ITEM 5d – CCLA Information

The Clerk attended a CCLA webinar on the 15th June, where an update was presented on the LAPF, which is an actively managed property fund of UK Commercial property.

The fund value is £1.023 billion, with 45% being industrial/warehouse space, 18.11% office space and 16.29 retail warehouses, with other being car showrooms, hotels and some shops in high streets.

There was a question about the cost of the units being less now than when originally purchased, but the dividends received during this time has been significantly higher than any loss made on the original investment.

This investment still makes good financial sense.

AGENDA ITEM 6 – Accounts for Payment

List of payments to be approved at the meeting

AGENDA ITEM 7 – Review Policies and Procedures

Agenda Item 7a – Financial Regulations

A copy of Financial regulations can be found here.

<https://www.westmoors-tc.gov.uk/ UserFiles/Files/Documents/Protocol%202%20-%20Financial%20Regulations%20-%20adopted%2023.05.2024.pdf>

No Changes are recommended to this document as it remains the same as the NALC Model Document

Agenda Item 7b – Standing Orders

A copy of the current Standing Order can be found here.

<https://www.westmoors-tc.gov.uk/ UserFiles/Files/Documents/Protocol%2001%20-%20Standing%20Orders%202014%20Reviewed%2021.03.24.pdf>

It is recommended that the following changes are considered.

1.
Current Wording
Section 1(ee). Where a member of the Council has served as Chairman of the Council or a standing committee for 3 consecutive years or part thereof he shall not be eligible for nomination for a further period unless one year has elapsed.

Proposed that this paragraph be removed

2.
Current Wording
Section 13(d) The Chairman and Vice-Chairman of the Council shall be non-voting ex-officio members on all committees.

Proposed that this paragraph be removed

3.
Current Wording
Section 19(b) A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds in standing order 18(f) is subject to Regulations 109-114 of the Public Contracts Regulations 2015 which include a requirement on the Council to advertise the contract opportunity on the Contracts Finder website regardless of what other means it uses to advertise the opportunity unless it proposes to use an existing list of approved suppliers (framework agreement).

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Proposed replacement wording as per Model SO

- (b) Where the value of a contract is likely to exceed the threshold specified by the Government from time to time, the Council must consider whether the contract is subject to the requirements of the current procurement legislation and, if so, the Council must comply with procurement rules. NALC's procurement guidance contains further details.

4.

Current wording

Section 19e A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £181,302 for a public service or supply contract or in excess of £4,551,413 for a public works contract (or other thresholds determined by the European Commission every two years and published in the Official Journal of the European Union (OJEU)) shall comply with the relevant procurement procedures and other requirements in the Public Contracts Regulations 2015 which include advertising the contract opportunity on the Contracts Finder website and in OJEU.

Section 19f A public contract in connection with the supply of gas, heat, electricity, drinking water, transport services, or postal services to the public; or the provision of a port or airport; or the exploration for or extraction of gas, oil or solid fuel with an estimated value in excess of £363,424 for a supply, services or design contract; or in excess of £4,551,413 for a works contract; or £820,370 for a social and other specific services contract (or other thresholds determined by the European Commission every two years and published in OJEU) shall comply with the relevant procurement procedures and other requirements in the Utilities Contracts Regulations 2016.

Section 19g Where the value of a contract is likely to exceed the threshold specified by the Office of Government Commerce from time to time, the Council must consider whether the Public Contracts Regulations 2015 or the Utilities Contracts Regulations 2016 apply to the contract and, if either of those Regulations apply, the Council must comply with procurement rules. NALC's procurement guidance contains further details.

Proposed to remove this section as it is longer required.

Agenda Item 7c – Social Media Policy

The Current social Media Policy can be found here

<https://www.westmoors-tc.gov.uk/ UserFiles/Files/Documents/Protocol%2025%20-%20Social%20Media%20Policy%20adopted%2018.05.2017-%20reviewed%2025.05.23.pdf>

No changes are recommended to this policy

AGENDA ITEM 8 – Correspondence

1. Nothing to report

AGENDA ITEM 9 – Staff Matters

Sickness report: No sickness since last reported

Overtime report: Since last reported:

Hours worked for West Parley during office hours in June

Nadine: 8.5 hours

Judi: 24 hours

These hours have been invoiced to WPPC

Please note additional hours will be payable for staff attending Westival on the 11th July.

Annual Leave:

Clerk has annual leave booked from the 24th September to 2nd October

