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**MINUTES OF FINANCE AND MANAGEMENT COMMITTEE MEETING**

held on Monday 8<sup>th</sup> February 2021 at 7.30pm

**DUE TO THE CORONAVIRUS CRISIS, THIS MEETING WAS HELD USING ZOOM.**

**Present:** Judi Morison (Chair), Margaret Bebbington, Philippa Biddlecombe, Stephen Biddlecombe, Farès K Moussa and Penny Steiner.

**Clerk:** Lisa Davis

**No members of the public were present.**

**The meeting started at 19:30**

**2021**

**FO58 Apologies for absence**

There were no apologies for absence.

**FO59 Declarations of personal or pecuniary interest (these must be declared BEFORE the agenda items concerned are discussed. Persons with a declared pecuniary interest must leave the meeting room when these are discussed).**

There were no declarations of interest.

**FO60 Minutes of Finance & Management Committee meeting of 9<sup>th</sup> November 2020**

**RESOLVED:** It was proposed and unanimously agreed that the minutes of the meeting of 9<sup>th</sup> November be approved, to be signed by the Chair at a later time.

**FO61 Action points from previous meetings:**

Recruitment of Marketing Administrator is on hold until review of lockdown restrictions.

**FO62 Year to date budget report**

The year to date budget report to 31/01/2021 was reviewed and it was agreed to circulate to all Councillors.

***Action 210208/1: Town Clerk***

**FO63 To consider options for the lift in the shambles**

The lift has been out of use for several months and to date the maintenance company has been unable to resolve the issue. It was agreed to ask SSDC if they have any paperwork relating to the installation of the lift and ask a local engineer to look at it before making a decision about the way forward.

***Action 210208/2: Town Clerk/Judi Morison***

**FO64 Market Manager role and Tuesday Market income**

Penny Steiner reported that the market income is down due to COVID.

It was agreed to review the role of the Market Manager to aid succession planning. The Town Clerk would contact Ilminster Town Council to find out how they manage their market and Penny Steiner would convene a market meeting to discuss the arrangements moving forward.

***Action 210208/3: Town Clerk  
Action 210208/4: Penny Steiner***

**The meeting ended at 21:08**

*Members of the Council considered the following matters in the exercise of its functions, that “No member of the public, job applicant, elected member or employee shall receive less favourable treatment on the grounds of gender, race, sexual orientation, marital status or disability”*

**The next meeting of the Finance and Management Committee will be held on Monday 8<sup>h</sup> March 2021 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 25<sup>th</sup> February 2021.**