

FINANCE, POLICY & RESOURCES COMMITTEE

REPORT (Minutes) of the meeting of the Finance, Policy & Resources Committee, held at the Fleur de Lys Council Chambers, Market Square, Hailsham on Monday 23rd June 2008 at 7.30 p.m.

Prior to commencement of formal business, a period of not more than 15 minutes was assigned for the purpose of permitting members of the Public to address the Committee or ask questions (on matters relevant to the responsibilities under the direction of this committee).

None present.

FPR/08/1/
34 **Present:** Councillors J.E. Bentley-Astor (Vice-chairman), J.L. Blake, B.F. Burchmore, N.S. Coltman, W.F. Crittenden, J.N. Ellwood (Chairman) J.H. Garvican, I.G. Haffenden, Mrs B. Holbrook and Mrs C.E. Kempe.

35 **Apologies For Absence:** Apologies for absence had been received from Councillor G.G. Rowe.

36 **Officers in Attendance:** Mrs. E. G. Jones (Town Clerk), Mr. M. Caira (Deputy Town Clerk), Mr R. A. Diplock (Responsible Finance Officer) and Mr. D. Saxby (Administrative Assistant).

Declarations of Interest

37 Councillor Haffenden declared a personal interest in Agenda items 4.9 – Diplocks Community Trust and 4.8.1 – Annual Grants to Voluntary Organisations as he is a director of the Trust and also in respect of Agenda item 4.8.1 where he is a member of Hailsham Old Pavilion Society and Hailsham Twinning Association and represents Wealden District Council on The Foyer management group.

Confirmation of Previous Minutes

38 **RESOLVED** to note that, the Minutes and Reports of the meeting of the Finance, Policy & Resources Committee (Ref. FPR/07/4/243-271) held on the 25th February 2008, were amended, confirmed as being a correct record, and adopted by the Town Council at a meeting held on 10th March 2008.

Accounts and Audit

39 **End of Year Balances**

RESOLVED to agree and adopt:

- a) Committee summary of committed and brought forward balances, as circulated with the agenda, and as Appendix FPR/08/1/39A to these minutes.
- b) Summaries of committed and brought forward balances recommended by the Environment & Leisure and Burials & Properties Committees, as circulated with the agenda, and as Appendix FPR/08/1/39B to these minutes, and

- c) The Statement of Surplus Funds Summary as at the beginning of the financial year 2008/09, as circulated with the agenda, and as Appendix FPR/08/1/39C to these minutes.

Councillor J. H. Garvican

40 Councillor J. H. Garvican entered the meeting at 7.37pm.

Periodic Statements and Committee Expenditure

41 **RESOLVED** to recommend to note and adopt the Fund Summary as at 31st March 2008, as circulated with the Agenda, and as Appendix FPR/08/1/41A to these minutes.

42 **RESOLVED** to recommend to note and adopt the Summary of Nett Expenditure 1st April 2007 to 31st March 2008, as circulated with the Agenda, and as Appendix FPR/08/1/42A to these minutes.

43 **RESOLVED** to recommend to note and adopt the Summary of Committee Income and Expenditure for the quarter ending 31st March 2008, as circulated with the Agenda, and as Appendix FPR/08/1/43A to these minutes.

44 **RESOLVED** to recommend to note and adopt the Fund Summary as at 31st May 2008, as circulated with the Agenda, and as Appendix FPR/08/1/44A to these minutes.

45 **RESOLVED** to recommend to note and adopt the Summary of Nett Expenditure 1st April 2008 to 31st May 2008, as circulated with the Agenda, and as Appendix FPR/08/1/45A to these minutes.

46 **RESOLVED** to recommend to note and adopt the list of un-cleared cheques and outstanding debtors as at 31st March 2008, as circulated with the Agenda, and as Appendix FPR/08/1/46A to these minutes.

47 **End of Year Accounts and Audit 2007/08**

RESOLVED to recommend:

- a) to note and adopt the Internal Auditor's report dated 14th May 2008, as circulated with the Agenda, and as Appendix FPR/08/1/47A
- b) to note, approve and adopt the Statement of Accounts for the year ending 31st March 2008 and approve it be signed by the Responsible Finance Officer and Chairman of the Council, as circulated with the Agenda, and as Appendix FPR/08/1/47B (pages 1 – 10),
- c) to note, approve and adopt sections 1 and 2 of the un-audited Annual Return for 2007/08 and approve they be signed off by the Town Clerk, Chairman of the Council and Responsible Finance Officer, as circulated with the Agenda, and as Appendix FPR/08/1/47C (pages 1 & 2),
- d) to note, approve and adopt Attachment 2(i) of the Annual Return for submission to the External Auditors, as circulated with the Agenda, and as Appendix FPR/08/1/47D,
- e) to note the additional information required by the External Auditors, as

- circulated with the Agenda, and as Appendix FPR/08/1/47E, and
- f) to note, approve and adopt the Fixed Asset Summary as at 31st March 2008 as required by the External Auditor, as circulated with the Agenda, and as Appendix FPR/08/1/47F.

48 **Exercise of Electors' Rights**

RESOLVED to note the programme set by the External Auditors in respect of the Council's accounts for 2007/08

- a) Date of public announcement – 7th July 2008
- b) Inspection period for Electors – 21st July to 15th August 2008
- c) Appointed date for Electors to raise questions with External Auditors – 18th August 2008

49 **End of Year Balance Statements 2007/08**

RESOLVED to note and adopt the end of year balance statements in respect of:

- a) Festivities Committee – as appendix FPR/08/1/49A
- b) Steam Cleaning Service – as appendix FPR/08/1/49B
- c) Minibus Service – as appendix FPR/08/1/49C
- d) Youth Facilities – The Square – as appendix FPR/08/1/49D
- e) Infopoint – as appendix FPR/08/1/49E

50 **Free Resource Payments (Section 137 LGA 1972)**

RESOLVED to note items as Report included in the General Fund Income and Expenditure statements, as circulated with the Agenda, and as Appendix FPR/08/1/45A.

51 **Criminal Damage Budget**

RESOLVED to note and adopt the Vandalism Report 1st April 2007 to 31st March 2008, as circulated with the Agenda, and as Appendix FPR/08/1/51A to these minutes.

Grants

Annual Grants to Voluntary Organisations

52 **RESOLVED** to recommend adoption of the recommendations contained in the report of the Estimates Sub-Committee meeting held on 19th June 2008, as circulated prior to the meeting, and as Appendix FPR/08/1/52A.

Citizens Advice Bureau

53 **RESOLVED** to approve payment of the £7,000 grant to the Wealden Citizens Advice Bureau, as included in the 2008-09 precept.

Diplocks Community Trust

- 54 **RESOLVED** to recommend adoption of the report from the Responsible Finance Officer and recommendations contained therein, as circulated at the meeting and as Appendix FPR/08/54A to these minutes.

Community Buildings/Land/Public Open Space

Youth Facility Project – 1 Market Square & Uganda Project

- 55 Due to work commitments the Youth Coordinator, Andy Joyes, was unable to attend the meeting but would give a report at the Town Council meeting.

Hailsham Country Park POS

- 56 The Chairman stated that this item had been withdrawn from the Agenda.

Woodholm and Welbury Farm Development, Hempstead Lane, Hailsham

- 57.1 Information regarding proposals for the Public Open Space and Community Building to be included in the above development has been received from George Wimpey for consultation and recommendations from the Town Council.

- 57.2 **RESOLVED** to form a working party comprising Councillors J.E. Bentley-Astor, B.F. Burchmore, W.F. Crittenden, J.N. Ellwood, I.G. Haffenden, Mrs. C.E. Kempe and G.G. Rowe to prepare a schedule of recommendations for use of the public areas, community building requirements and commuted sums.

Requests for Funding by Other Standing Committees

Environment & Leisure Committee

Common Pond – Island Erosion (Minute E&L/08/1/07 refers)

- 58 **RESOLVED** to recommend that up to £2,000 be made available from the Contingency Fund to provide further erosion protection for the islands, subject to, the previous contractors and consultants who carried out remedial work two years being challenged and asked to provide an explanation on why this problem has reoccurred.

Hailsham Tennis Club – Fencing (Minute E&L/08/1/14 refers)

- 59 **RESOLVED** to recommend that £1,250 is made available from the Contingency Fund for the moving and replacement of the tennis court fence.

Burials & Properties Committee

Union Corner Hall (Minute B&P/08/1/33 refers)

- 60 **RESOLVED** to recommend that
a) £1,800 to repair and improve the main hall, kitchen and meeting room be paid to the Union Corner Hall Management Committee from the Contingency Fund, and

b) the Building and Land Sub-Committee considers the feasibility of developing and extending Union Corner Hall are agreed.

Festivities Sub-Committee

61.1 **RESOLVED** to note the Reports (minutes) of the meetings of the Festivities Sub-Committee held on 28th February; 17th April; 22nd May and 13th June 2008, as printed and circulated.

61.2 The Committee Chairman, who is also Chairman of the Festivities Committee, reported that recent discussions with France at Home had cast doubt on the number of French stalls prepared to attend the Charter Market. This was in part due to the atrocious weather conditions experienced at last years Charter Market and also the current value of the Euro. He further stated that there was a real possibility that if a sufficient number of the French traders would not commit to attend the Charter Market the event would have to be cancelled.

South East in Bloom

62 **RESOLVED** to note the Reports (minutes) of the meetings of the South East in Bloom Sub-Committee held on 5th and 19th March 2nd and 16th April; 14th and 28th May and 11th June 2008, as printed and circulated.

Appointment of Sub-Committees

Twinning Sub-Committee

63 **RESOLVED** that Councillors J.E. Bentley-Astor, Mrs. S.P.M. Cottingham, J.N. Ellwood and I.G. Haffenden be appointed as members of the Twinning Sub-Committee for the ensuing year.

Building and Land Sub-Committee

64 **RESOLVED** that Councillors J.E. Bentley-Astor, J.L. Blake and J.N. Ellwood be appointed as members of the Building and Land Sub-Committee for the ensuing year.

Staff Sub-Committee

65 **RESOLVED** that Councillors J.E. Bentley-Astor, J.N. Ellwood, J.H. Garvican. I.G. Haffenden, Mrs. B. Holbrook and G.G. Rowe be appointed as members of the Staff Sub-Committee for the ensuing year.

Health & Safety Action Plan Review

66 **RESOLVED** to note a report on Hailsham Town Council's health and safety policies and action plan progress as circulated with the Agenda and as Appendix FPR/8/1/66A to these minutes.

67 **Hailsham Cattle Market : Appeal against refusal of planning consent for a retail food store and associated car parking an highway works**

The Chairman reported that Aldi had appealed against the Wealden District

Council decision to refuse planning permission. A letter from Wealden District asked if Hailsham Town Council would be prepared to provide a statement and give evidence in support of the refusal.

Councillor Blake said that Hailsham Town Council should make its voice heard and be prepared to give evidence. He did, however, want Hailsham Town Council to be more proactive than merely offering a statement for Wealden District Council and consider being in a position to question Aldi.

RESOLVED to recommend that:

a) Hailsham Town Council should be prepared to make a statement in support of the decision of Wealden District Council and give whatever evidence it feels necessary to the Public Inquiry, and

b) a small steering group be set up to process the issues and report to the next meeting of Hailsham Town Council on 7th July 2008. The Steering Group to comprise of Councillors Blake, Coltman J. N. Ellwood and I. G. Haffenden. Councillor Puttick should be invited in his capacity as Chairman of the Planning Consultative Panel.

Confidential Business

68 **RESOLVED** that due to special and confidential nature of the matter to be discussed, and the possible disclosure of personal information not in public interest at the present time the following item of business be transacted following the temporary exclusion of the press and public, in accordance with standing order Number 5.

69 **Land in Battle Road**

Staff and Administration

Staff Sub-Committee Report

70 **RESOLVED** to approve and adopt the report of a meeting of the Staff Sub-Committee held on 18th April 2008, as circulated at the meeting.

71 **Lifebuoy Stations**

72 **Grovelands**

There being no further business the Chairman closed the meeting at 9.15 p.m.

CHAIRMAN