



HAILSHAM TOWN COUNCIL
FINANCE, BUDGET AND RESOURCE COMMITTEE

REPORT (Minutes)

of the meeting of the Finance, Budget and Resource Committee,
held at the Fleur de Lys Council Chamber, Market Street, Hailsham
On Wednesday 26th July 2017 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).

Mr Osborn stated that he had taken the opportunity to inspect the Council's accounts and had received answers to his queries however most cases regarding contracts are dealt by delegated authority. However, he believes it's best practice that the contracts should be passed through Full Council as an observation.

Two members of the public present.

FBR/17/24 **Present:** F. Berry, N Collinson, N. Coltman, R. Grocock Mrs M. Laxton, Graham. Moore, M. Pinkney & C. Triandafyllou (Chairman)

25 **Officers Present:** Mrs. M. Hagger (Finance Officer)

26 **Apologies For Absence:** G. Je Dongh

27 **Declarations of Interest:** None

28 **Minutes of Previous Meetings**

RESOLVED to accept the Minutes and Reports of the Meeting of the Finance, Budget & Resource Committee (Ref: FBR/17/2/1-23) held on the 12th July 2017 as a correct record.

Accounts and Audit

29 **Periodic Statements and Committee Expenditure**

29.1 **RESOLVED** to note and adopt the Fund Summary as at 30th June 2017, and the signing of bank statements by Cllr M. Laxton as circulated with the Agenda, and as Appendix FBR/17/2/29.1 to these minutes.

29.2 Discussions ensued:

The Finance Officer advised the committee of the amended layout of the Net Summary of Expenditure report to make it clearer and transparent.

Cllr Triandafyllou requested that the account code numbers be reinstated onto this report. The Finance Officer advised that this will be in place for all future reports.

- 29.3 **RESOLVED** to note and adopt the Summary of Net Expenditure as at 30th June 2017, as circulated with the Agenda and as Appendix FBR/17/2/29.3 to these minutes.
- 29.4 The Finance Officer advised the Committee that these reports have also been improved.
- Cllr Laxton enquired if the Jim West Community Hall is shown on the reports, The Finance Officer advised that this is not on the reports as it's not expected to incur income or expenditure in 2017/18.
- Cllr Laxton requested that the Annual grants be an agenda item at the budget setting meeting in September.
- Cllr Coltman requested that Burial Ground and Street Lighting be an agenda item for the next Strategic Project Committee meeting, The Finance Officer advised that Cllr Coltman contact the committee clerk with further details.
- Cllr Laxton queried Subscription budget, The Finance Officer advised that subscription costs are incurred at various times during the year.
- 29.5 **RESOLVED** to note and adopt the summary of Council's income and expenditure as at 30th June 2017, compared against budget, in the new format as circulated with the Agenda, and as Appendix FBR/17/2/29.5 to these minutes.
- The Following Cheques where queried:
- Cheque 22246 Hart Reade - £667.00 – Professional fees for Allotment Land at Battle Road
 Cheque 22162 Ruskins Ltd - £3990.00 – Annual Tree Survey
 Cheque 22304 Kier - £240.00 – Duty of Care
- NB: The Duty of care is for administration of legalisation undertaken by Kier, this is a legal requirement, which Kier now charge for.
- Cheque 22308 Festive Illuminations - £1345.00 – Christmas Light Repairs
 Cheque 22227 East Sussex County Council - £24,370.01 – Street Lighting repairs undertaken as resolved by Full Council to fund from reserves.
- Cllr Berry enquired why we have several energy companies in operation, The Finance advised what each energy company covers. Cllr Berry requires the end of contract dates by email.
- 29.6 **RESOLVED** to note and adopt the List of payments previously certified by a member of the cheque signatory panel:
- Amount for £129,781.38 payments made during April 2017,
 - £105,211.14 for payments made during May 2017 and for
 - £99,292.82 payments made during June 2017,
- as circulated with the Agenda and as Appendix FBR/17/2/29.6 to these minutes.
- 29.7 **RESOLVED** to note and adopt the List of uncleared cheques as at 30th June 2017, as circulated with the Agenda and as Appendix FBR/17/2/29.7 to these minutes.
30. **End of Quarter Balance Statements**
- 30.1 **RESOLVED** to note and adopt the end of quarter balance statements in respect of the Neighbourhood Plan, as circulated with the Agenda, and as Appendix FBR/17/2/30.1 to these minutes

- 30.2 **RESOLVED** to note and adopt the end of quarter balance statements in respect of the Youth Facilities, as circulated with the agenda, and as Appendix FBR/17/2/30.2
- 30.3 **RESOLVED** to note and adopt the end of quarter balance statements in respect of the Communities Committee, as circulated with the agenda, and as Appendix FBR/17/2/30.3.
- 30.4 **RESOLVED** to note and adopt the end of quarter balance statements in respect of the Hailsham Forward, as circulated with the agenda, and as Appendix FBR/17/2/30.4

There being no other business, the meeting closed at 8.15pm.

CHAIRMAN