



**HAILSHAM TOWN COUNCIL**  
**FINANCE, BUDGET, RESOURCE & STAFFING COMMITTEE**

**REPORT (Minutes)**

of the meeting of the Finance, Budget Resources & Staffing Committee,  
held at via **THE INTERNET**

On Wednesday 9<sup>th</sup> December 2020 at 7.00 p.m.

FBR/20/5/  
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**Public Forum**

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 Presented

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**Present:** Cllrs G. Blake-Coggins, Cllr R. Grocock, Cllr Mrs. B. Holbrook (Substitute), Cllr P. Holbrook, Cllr M. Laxton (Substitute), Cllr T. Powis

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**Officers Present:** J. Harrison (Town Clerk) & M Foster (Finance Officer)

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**Apologies For Absence:** Cllr N. Coltman and Cllr K. Hinton

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**Declarations of Interest:** None

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**Minutes of Previous Meetings**

**RESOLVED** to accept the Minutes and Reports of the Meeting of the Finance, Budget, Resource & Staffing Committee held on the 28<sup>th</sup> October 2020 (Ref: FBR/20/4/16-28) as a correct record and that they are signed by the Chairman.

Town clerk advised that the Post Office Accounts are available to collect from the office.

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**Accounts and Audit – Budget 2021 - 2022**

35.1

The Finance Officer explained the supporting report explaining the changes to the budget since the previous budget meeting in August, and the amendments made by the Asset Management Committee and Strategy Committee.

The tax base had been received and the budget adjusted accordingly, the tax base has risen from 7476.4 to 7584.2 so an increase of 107.8 homes.

The shortfall after the adjustment of the tax base but including all the amendments made in the report is £85,385.00.

Cllr Laxton and Cllr Blake-Coggins stated that due to the COVID-19 impact on the local residents the Council should be looking at 0% increase or as low as possible increase in the precept this year.

The committee discussed the following items.

- Cemetery Pathway work
- Wet Pour replacement at various play areas
- Maintenance management plan

- Annual Community Grants

The committee would like to investigate the possibility of using CIL income for Cemetery Pathways, and Wet pour replacement expenditure, The Town Clerk would contact Wealden District Council CIL officer to inquire if it would be possible to allocated some of the CIL income against this expenditure and feed the outcome back to the committee at the next budget meeting in January 2021.

The Finance Officer stated she would review the Maintenance Management plan for 2021-2022 with discussions with Outdoor Works Supervisor and Deputy Town Clerk, as to whether any of the projects could be covered by CIL income or deferred to a later date, bearing in mind any maintenance work planned for 2020-2021 has been delayed due to Covid-19 working constraints.

The Town clerk stated that the council has a Health and Safety responsibility to improve and repair our current assets as per risk assessment and insurance requirement.

The committee discussed deferring the annual grants for local community groups/organisations for 2021-2022. The Town Clerk advised the committee that would include the grant provided to Hailsham Citizens Advice Bureau, and that he would need to contact them to discuss what impact that would have on the service, and report back to the next budget meeting on 13<sup>th</sup> January 2021.

Cllr Laxton proposed reviewing the newsletter expenditure and whether there is a better alternative which would cost less or moving to online only.

Cllr Powis stated that the delivery of newsletter to households is not always effective.

The town clerk also pointed out that at present we have full editorial rights, and this would need to be reviewed further in discussion with the Communications Officer and brought back to the January budget meeting for further discussion.

**RESOLVED** to make adjustments discussed above to the current budget and report back the lasted budget at 13<sup>th</sup> January 2021 meeting for further review and discussion prior to Full Council approval in late January 2021.

There being no other business, the meeting closed at 8.00pm.

CHAIRMAN