



HAILSHAM TOWN COUNCIL
FINANCE, BUDGET, RESOURCE & STAFFING COMMITTEE

REPORT (Minutes)

of the meeting of the Finance, Budget Resources & Staffing Committee,
held at the Fleur de Lys Council Chamber, Market Street, Hailsham
On Wednesday 26th August 2020 at 7.00 p.m.

FBR/20/4/ **Public Forum**

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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

10 **Present:** Cllrs N. Coltman, Cllr Ms A. O’Rawe (Sub for Cllr G. Blake-Coggins), Cllr C. Bryant (sub for Cllr K. Hinton), R. Grocock, T. Powis

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

12 **Apologies For Absence:** Cllr B Granville, Cllr G. Blake-Coggins, Cllr K. Hinton & Cllr P. Holbrook

13 **Declarations of Interest:** None

14 **Minutes of Previous Meetings**

RESOLVED to accept the Minutes and Reports of the Meeting of the Finance, Budget, Resource & Staffing Committee held on the 29th July 2020 (Ref: FBR/20/3/1-8) as a correct record and that they are signed by the Chairman.

No resolutions due for update

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

The Finance Officer explained the supporting report detailing the changes to the baseline budget and other factors still pending, which are detailed in the report.

The following questions arose from the budget papers and report:

The Finance Officer and Town Clerk advised that the council going forward may need to look at allocating a budget for Covid-19, as at present there is no budget in the current year, but due to the requirement for PPE, adjustments to our building/halls and additional cleaning of these buildings and outdoor play/gym equipment for the foreseeable future, an expenditure budget will be required.

Cllr Powis requested that a breakdown of on costs for PPE, Covid-19 requirements, and additional equipment, be provided at the next budget meeting to help setting the Covid-19 budget.

Cllr Powis enquired about the Maintenance plan and the costings attached to it and would this be factored into the budget, Town clerk advised that he would look into this with the Deputy Town Clerk and report back to the next budget meeting.

The Town Clerk advised that 4 Market Square property should be occupied soon so the income and expenditure relating to this can be readjusted in the 2021-2022 budget papers, to update at the next meeting.

Cllr Grocock enquired if any of the communities budget for 2020-2021 had been used for the Emergency grants for Covid-19 support in the community, The Finance Officer advised that this expenditure had been allocated from the brought forward from 2019-2020 unspent communities budget.

Cllr Coltman enquired about the unspent communities budget for 2020-2021 due to all town events organised by the Council being cancelled due to Covid-19, The Finance Officer advised that this budget could be used to balance off the reduced income from the hire of James West Community and Fleur De Lys meeting rooms as they are currently closed due to Covid-19.

Cllr Bryant enquired if any financial support had been offered by central government, the Town Clerk stated there had been no advice of any support to date.

The Finance Officer noted that the budget papers are required to go to the next meeting of the Assets management and Strategy Committee.

There being no other business, the meeting closed at 7.30pm

CHAIRMAN

DRAFT