



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

**MINUTES**

of the meeting of the Finance, Budget, & Resources Committee,  
held at the Fleur De Lys Council Chamber, Market Street, Hailsham, BN27 2AE  
On Wednesday 3<sup>rd</sup> August 2022 at 7.00 p.m.

FBR/22/2/  
32 **Public Forum**

Cllr M Laxton as a member of the public wanted to ask if the council had received the audited accounts for the Hailsham Live and Queens Jubilee events to date.

The RFO stated the Queen jubilee accounts would not be completed yet. The Town clerk advised that the accounts for the Hailsham Live event had been received.

The RFO to contact the Deputy Town Clerk and the Communities' officer to confirm this information and provide the information at the next meeting.

32 **Present:** Cllrs C Bryant (sub for Cllr K. Lawrence), N Coltman, R. Grocock, B. Holbrook (sub for Cllr G. Blake-Coggins) P. Holbrook, S. Keogh, M Laxton and T. Powis

33 **Officers Present:** Mr J. Harrison (Town Clerk) & Mrs M. Webber (RFO)

34 **Apologies For Absence:** Cllr G. Blake-Coggins, Cllr K. Lawrence

35 **Declarations of Interest:** None noted

36 **Minutes of Previous Meetings**

**RESOLVED** to accept the Minutes and Reports of the Meeting of the Finance, Budget & Resource Committee held on the 27<sup>th</sup> July 2022, as a correct record and that they are signed by the Chairman.

27. **Accounts and Audit – Budget for 2023-2024**

The RFO spoke to the report included in the papers of the meeting explaining the rationale behind each of the points. The Committee agreed with the RFO adjustments mentioned in the report.

28. Since the budget papers had been prepared the following additional items where discussed.

28.1 Need to do further forecasting for the utilities due to the high increases of energy costs across the board. Budgets for utilities to be amended for the next stage of the budget process when they are discussed at committee level in September.

28.2 Teen Shelters require maintenance on costs of £1,000 for each shelter (1 at Maurice Thornton Playing field and 1 at Western Road Recreation ground), £2,000 to be added to the budget and reviewed after 1 year.

28.3 Common pond island work, it was advised that this work would be costly to the council, however the committee felt it should be discussed at AMC September meeting in the budget agenda item, when a quotation has been received.

- 28.4 Discussion on CIL projects on costs, and the committee agreed that when projects are put forward as capital expenditure, the revenue expenditure needs to be more detailed as some of the projects will impact the budget for many future years.
- 28.5 Cllr Laxton inquired if the staffing costs would include the role of HR Administrator, The Town Clerk advised that this would be discussed as part of the staffing review pending later in 2022-2023 financial year and if required added to the budget for 2023-2024 accordingly.
- 28.6 Cllr Bryant mentioned the potential of a project manager for the Hellingly and Hailsham joint working project. There would need a budget assigned to this and an increase in the professional fee budget. The Town Clerk to provide further details so the budget can be updated.
- 28.7 The Town Clerk mentioned the Neighbourhood Plan, it should be progressing again soon and that would require further funding, The RFO to look at the average costs spent to date and adjust the budget to reflect the additional expenditure.
- 28.8 Street Lighting was discussed, due to the Town clerk receiving recent information from East Sussex County Council (ESCC) regarding a backlog of Street lighting repairs/Sox replacement repairs. This is an item for September Full Council to discuss further.
- 28.9 Cllr Powis inquired what the Annual Repairs budget and General Maintenance budget covers, The RFO explained the general maintenance is a contract with ESCC to cover main maintenance such lamps, bulbs etc but not column replacements, which is covered by the Annual Repairs budget. It was agreed to increase the Annual Repairs budget and to increase by calculating an average over the last 5 years. **NB. This is be updated for the September AMC meeting for the budget agenda item.**
- 29 The Committee **RESOLVED** to accept the recommendation in the RFO report plus the additional adjustments discussed.
- 30 All agreed adjustments will be updated and circulated to the committees for the September meetings.

There being no other business, the meeting closed at 7.42pm.

CHAIRMAN

DRAFT