



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 17th January 2024 at 7.00 p.m.

FBR/23/6/47 **Public Forum** – Members of public present from Environment Hailsham, no questions.

48 **Present:** Cllr G. Blake-Coggins, F. Clarke, C. Mitchell, S. Potts, A. M. Ricketts, D. Rusu G. White

49 **Officers Present:** Mrs M. Webber (RFO)

50 **Apologies For Absence:** None

51 **Declarations of Interest:** None

52 **Minutes of Previous Meetings**

RESOLVED to accept the Minutes and Reports of the Meeting of the Finance, Budget & Resource Committee held on the 13 December 2023, as a correct record and that they are signed by the Chairman. Cllr S. Potts noted an amendment in relation to minute FBR/23/5/45 it should state £16,000 not £15,000.

53 **Periodic Statements and Committee Expenditure**

(a) Fund Summary as at 31st December 2023 and Bank Statements

53.1 **RESOLVED** to adopt the Bank Statements 31st December 2023, and to note the signing of bank statements by Cllr S.Potts. Cllr S Potts requested the bank account names mirror each as at present they do not.

(b) Summary of net expenditure as at 31st December 2023.

53.2 **RESOLVED** to adopt the Summary of Net Expenditure as at 31st December 2023.

(c) Summary of the Council's income and expenditure as at 31st December 2023 compared against budgets.

Cllr Mitchell inquired about the expenditure for Cortlandt Stable block, the RFO advised that a closure payment was included in the total expenditure however this was funded from an ear marked reserve allocated for that purpose, Cllr Mitchell required further details on this agreement, the RFO advised that the Town Clerk would have this information and it would be forward to Cllr Mitchell. Cllr Mitchell asked if Hailsham FM had paid the rent due, the RFO confirmed all rent had been received.

Cllr Potts inquired about the following expenditure lines;

Miscellaneous Tourism and Leisure - £1,200.00 – This was funded from an ear marked reserve, and it was for the Eastwell Place Project. CIL18-19 resolved at full council minute HTC/22/4/195.

Travel, training - £7,664 actual spend of which £6584 is transferred from ear marked reserve, so actual expenditure is within budget £1,081 actual revenue spend. The £6,584 is for Staffing review expenditure. Historical Fund £5,000 HTC/22/1/131 and a separate ear marked reserve allocated for staffing review of £5,000 from the unspent budget in 2022-2023.

Professional Fees - £9,582 actual spend of which £5,294 is transferred from ear marked reserve, so actual expenditure is £4,288. The £5,294 is split £1935 for floor plans for the Hailsham Town Council office rewire and £3358 for staffing review. Staffing is the balance of the separate allocated ear marked reserve as stated above, the office rewire was to come from historical funds as resolved at HTC/23/02/184.

Cllr Mitchell requested details for £100.00 expenditure for changing places, this was for service plans on vicarage field site.

53.3 **RESOLVED** to adopt the summary of Council's income and expenditure compared against budget as at 31st December 2023.

(d) List of uncleared cheques totalling £2,011.48 as at 31st December 2023

53.4 **RESOLVED** to adopt the List of uncleared cheques as at 31st December 2023.

(e) List of payments previously certified.

53.5 **RESOLVED** to adopt the List of payments previously certified by a member of the cheque signatory panel:

- £127,175.89 for payments made during October 2023.
- £168,561.02 for payments made during November 2023.
- £138,251.02 for payments made during December 2023.

54. **CIL/Reserve Statements**

54.1 **RESOLVED** to note the CIL/Reserve balances as at 31st December 2023

55. **Online Banking**

The RFO advised the committee that the Barclays bank mandate is still awaiting completion.

56. **Short Term Investments**

The RFO updated the committee on the number of short-term investments in place for the council. The CCLA account is still pending completion but should be in place by the end of January 2024.

There being no other business, the meeting closed at 8.41pm.

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