



HAILSHAM TOWN COUNCIL
FINANCE AND GOVERNANCE COMMITTEE

MINUTES

of the meeting of the Finance and Governance Committee,
held at the James West Community Centre, Brunell Drive, Hailsham, BN27 3FY
On Wednesday 24th July 2024 at 7.00 p.m.

FBR/24/2/ **Public Forum** – No members of public present.

1

Cllr Mitchell would like to thank Mrs Sherridan Harper (Finance Assistant) for all her hard work while the RFO was off on long term sick. The committee wanted to express their gratitude to Mrs Harper for keeping the Finance Department running seamlessly during this period. Thank you to Mrs Harper.

2 **Present:** Cllr G. Blake-Coggins, C. Mitchell, P Holbrook, Mrs. K.M. Blundell-Smith

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

4 **Apologies For Absence:** None

5 **Declarations of Interest:** None

6 **Minutes of Previous Meetings**

RESOLVED to accept the Minutes and Reports of the Meeting of the Finance, Budget & Resource Committee held on the 21st March 2024, as a correct record.

7 **Periodic Statements and Committee Expenditure**

(a) Fund Summary as at 30th June 2024 and Bank Statements

7.1 **RESOLVED** to adopt the Bank Statements 30th June 2024, and to note the signing of bank statements by Cllr C. Mitchell.

(b) Summary of net expenditure as at 30th June 2024

7.2 **RESOLVED** to adopt the Summary of Net Expenditure as at 30th June 2024.

(c) Summary of the Council's income and expenditure as at 30th June 2024 compared against budgets.

Cllr Blundell-Smith inquired what NHP stood for, RFO explained it was the Neighbourhood Plan.

The RFO explained the information detailed within the report supporting the income and expenditure both summary and detailed.

The RFO advised the funds will be placed onto the CCLA account shortly, this has been delayed to due illness and ensuring that the correct amount of funds are to be placed.

7.3 **RESOLVED** to adopt the summary of Council's income and expenditure compared against budget as at 30th June 2024.

(d) List of uncleared cheques totalling £200.00 as at 30th June 2024

7.4 **RESOLVED** to adopt the List of uncleared cheques as at 30th June 2024.

(e) List of payments previously certified.

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

- £211,116.00 for payments made during April 2024.
- £138,805.00 for payments made during May 2024.
- £161,787.00 for payments made during June 2024.

8. **CIL/Reserve Statements**

RESOLVED to note the CIL/Reserve balances as at 30th June 2024.

9. **Annual Review of Internal Control**

RESOLVED to note and adopt the report from the sub-committee meeting 26th January 2024, to review the effectiveness of Internal Controls, as per the Local Governance and Accountability.

10. **Grant Application**

RESOVLED to award the grant of £500.00 to Hailsham Queers.

11. **Funding for 1 Market Square**

Discussion ensued in relation to budget allocated to 1 Market square and The church/Manse sites. The RFO explained that a cross over fund of £6,000 had been allocated for 2024-2025 financial year to run both sites for a short-term on the basis that 1 Market square would be empty but still incur costs such as standing charges/rates etc.

The committee agreed to defer any decision of additional funds allocated or proposals for 1 Market Square to the meeting of FGC on 31st July 2024, to allow the RFO to put a complete detailed budget for 2024-2025 which would confirm the amounts allocated to each site.

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

CHAIRMAN

DRAFT