



HAILSHAM TOWN COUNCIL
FINANCE AND GOVERNANCE COMMITTEE

MINUTES

of the meeting of the Finance and Governance Committee,
held at the Fleur De Lys Meeting Room, Market Street, Hailsham, BN27 2AE On
Wednesday 8th July 2026 at 7.00pm.

FBR/24/ 7/154	<u>Election of Chair</u> The committee unanimously RESOLVED to elect Cllr C. Mitchell as its Chair for the 2026-2027 year
FBR/24/ 7/155	<u>Public Forum</u> Mr B. Barbour and Mrs A. Barbour representing the Liberty Place Resident's Association addressed the committee regarding the decision made at the last meeting not to award the association a Community Grant and asked the committee to reconsider its decision and to amend the minute from the previous meeting. Cllr Laxton declared an interest in the matter as she had been involved in discussions with the Residents' Association regarding its initial formation.
156	<u>Present:</u> Committee members Cllrs M. Laxton (Sub For K-M Blundell-Smith), P. Holbrook, C. Mitchell, A-M Ricketts (Sub for G. Blake-Coggins), D. Rusu and G. White.
157	<u>Officers Present</u> J. Harrison (Town Clerk) and K. Whiley (Locum Responsible Finance Officer)
158	<u>Apologies For Absence</u> Apologies were received and the committee RESOLVED to accept from Cllrs G. Blake-Coggins and K-M Blundell-Smith
159	<u>Declarations of Interest</u> None were given
160	<u>Election of Deputy Chair</u> Cllr Blake-Coggins, nominated by Cllr G. White and seconded by Cllr A-M Ricketts, the committee voted with two votes for, and four against. Cllr K-M Blundell Smith, nominated by Cllr P. Holbrook, but with no seconder Cllr G. White, nominated by Cllr M. Laxton, seconded by Cllr C. Mitchell. The committee voted with four votes for, and two against. The committee RESOLVED to elect Cllr Glynn White as its Deputy Chair for the 2026-2027 year.
161	<u>Minutes of Previous Meeting</u>
161.1	The committee RESOLVED unanimously to accept the Minutes of the meeting of the Finance & Governance Committee held on the 29 th April 2026, as a correct record and that they be signed by the Chairman.
161.2	Updates – J. Harrison advised that the committee resolutions has all been enacted. The CCLA investment was in process but not complete

162	<u>Committee Work Programme</u> The committee unanimously RESOLVED To agree the Finance and Governance Committee Work programme for the 2026-2027 year K. Whiley advised that Risk Management Policy does not need to be considered at each meeting, but there would be an agenda item where any member can ask for risks to be added to the policy. Cllr Mitchell provided an update on the recent meeting with Hellingly Parish Council and the financial agreement between both councils at this point.
163	<u>Periodic Statements and Committee Expenditure</u>
163.1	The Committee NOTED the current income and expenditure against budget.
163.2	The Committee unanimously RESOLVED to agree the payments made in April and May 2026 Cllr Mitchell noted the relatively larger number of redactions in the report which had been made for data protection reasons.
163.3	The Committee unanimously RESOLVED to agree the Bank Reconciliations for April and May 2026. Cllr Holbrook has already signed the Bank Reconciliations for April and Cllr White those for May
163.4	The Committee NOTED the current schedule of leases. Cllr Mitchell reminded the committee that the Lease Review working group was still in process and reviewing the situation.
163.5	The committee NOTED the current financial commitments/Contracts Register. The committee noted that this was a work in progress and would be amended in due course.
163.6	The committee unanimously RESOLVED to recommend to council to adopt the Review of Internal Controls.
163.7	The committee unanimously RESOLVED to recommend to council to accept the Internal Auditor's Report.
163.8	The committee recommended to council to note the Full Council's current income and expenditure position.
164	<u>Council's CIL and Reserves Statement</u>
164.1	The committee noted the CIL and Reserves Statement Cllr Laxton asked if it was possible to calculate the total CIL receipts received by the council – to be forwarded to the committee.
164.2	The committee NOTED the Earmarked Reserves
164.3	The committee recommended to council to note the Earmarked Reserves Position.
164.4	The committee NOTED the expenditure of CIL Funds

165	<u>Budget Setting 2027-2028</u> The Locum RFO presented the proposed approach for budget setting for the coming year, which included ensuring that each committee considered its budgets at the meetings as set out in the programme. J. Harrison would ensure that the committee agendas would include this where necessary and inform the committee chairs. The committee unanimously RESOLVED to accept and adopt the approach as proposed.
1656	<u>Risk Management Policy</u> The committee noted that this was a Standing Item on the agenda for all future Finance and Governance Meetings, for all members to have the opportunity to bring any additional risks to the meeting to be added. The committee unanimously RESOLVED to adopt the policy as presented.
167	<u>Communications Strategy</u> The committee were presented with the draft Communications Strategy. Cllr Mitchell commented that the style and qualities of the communications were not included in the strategy and it was agreed that this would be considered separately. The committee unanimously RESOLVED to adopt the strategy as presented.
168	<u>Confidential Business</u> The committee unanimously RESOLVED that the press and public are excluded during the discussion on the next item of the agenda as it concerns the potential beginnings of legal proceedings. (In accordance with the Council's Standing Orders No. 1E)
169	<u>Aged Debtors</u> The committee reviewed the Aged Debtors report as presented by the locum RFO. It was noted that the finance team's processes for payments had been amended to ensure debts of this nature should not occur again. The committee RESOLVED to agree to write off bad debts as presented. (Cllr M. Laxton voted against, Cllr P. Holbrook abstained, Cllrs C. Mitchell, D. Rusu, A-M Ricketts and G. White voted for).
170	There being no other business, the meeting closed at 19.50.
	_____ CHAIRMAN