

BEXHILL-ON-SEA TOWN COUNCIL

To all Members of Bexhill-on-Sea Town Council Finance and General Purposes Committee:
Cllr Baldry; Cllr Blagrove; Cllr Brailsford; Cllr Clasby; Cllr Drayson; Cllr Gibson; Cllr
Harding; Cllr Rustem; Cllr Wray

You are summoned to attend a meeting of the
FINANCE AND GENERAL PURPOSES COMMITTEE
of **BEXHILL-ON-SEA TOWN COUNCIL**
to be held in the **Committee Room, Town Hall, Bexhill-on-Sea**
on **Wednesday 23rd March 2022 at 6.30pm**
when it is proposed to transact the following business:

Julie Miller

Clerk and Responsible Financial Officer

17th March 2022

Members of the public and press are welcome to attend.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. Members of the public addressing the council but not wishing to be recorded should put this request to the town clerk at the earliest opportunity.

AGENDA

1. PUBLIC PARTICIPATION

The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than 3 minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking. A person who speaks at a meeting shall direct his comments to the chairman of the meeting. Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.

2. TO RECEIVE APOLOGIES FOR ABSENCE

3. TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

4. CHAIRMAN'S ANNOUNCEMENTS

5. MINUTES

To approve the minutes of the following meetings:

- a) Wednesday 17th January 2022 *(Appendix A)*

6. GOVERNANCE AND ACCOUNTABILITY

- a) To receive financial report from RDC as at 14th March 2022.
b) To note bank account open and precept funds received.
c) To receive bank reconciliation year to date February 2022. *(Appendix B)*
d) To approve BACS payments March 2022.
e) To approve insurance renewal.

- f) To approve additional user licence on RBS Omega system for assistant clerk support ledger input.

7. RECOMMENDATIONS FROM COMMITTEES

- a) To review project plan for Climate and Nature Panel. (Appendix C)

8. GRANTS AND DONATIONS 2022-23

- a) To approve grants and donations. (Appendix D)
- b) To agree opening and closing date for next round of community grants and donations.
- c) To consider accounting procedure for grant approved by Full Council for Light Up Bexhill (up to £5,100).

9. RESERVES

- a) To discuss possible capital projects and future expenditure to be ear-marked in reserves.

10. POLICIES AND PROCEDURES

- a) To appoint HR advisory service. (Appendix E)
- b) To appoint payroll service. (Appendix F)
- c) To review policy list prior to commencing policy audit. (Appendix G)

11. CORRESPONDENCE AND MATTERS FOR INFORMATION

- a) Request from W.AVE Arts for project funding. (Appendix H)
- b) Councillors to read Governance and Accountability Practitioners Guide 2021 for understanding of Annual Audit. (Appendix I)
- c) To note Pay award for Local Government employees April 2021- March 2022. (Appendix J)

12. QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS

- a) To note questions from last meeting.
There were none.

b) To receive questions from councillors and any future agenda items
Questions shall be recorded in the minutes and responded to at the next meeting or before

13. DATE OF NEXT MEETING – 27TH APRIL 2022

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press may be asked to leave the meeting during consideration of item 14.

14. STAFFING MATTERS

- a) To receive update on staffing structure and resources
- b) To consider investigating apprenticeship scheme