

BEXHILL-ON-SEA TOWN COUNCIL
Minutes of the meeting of the **BEXHILL-ON-SEA TOWN COUNCIL**
FINANCE AND AUDIT COMMITTEE
held in the **BEXHILL SENIOR CITIZENS CLUB, EVERSLEY ROAD,**
BEXHILL-ON-SEA
on **Wednesday 14th May 2025** at **6:00pm**

PRESENT: Cllr Drayson; Cllr Huseyin; Cllr Plim; Cllr Wilson.

ALSO IN ATTENDANCE: J Daeva; M Webber; One videographer; Cllr Blagrove; 0 members of the public.

00769 PUBLIC PARTICIPATION

Cllr Blagrove noted that the Council's grants budget for the year is £42,000. Two months in, £10,496.25 has already been spent, and the proposals being considered tonight total £32,956.86. This would result in an overspend of £1,453.11 if approved in full. Cllr Blagrove asked whether exceeding the annual budget at this early stage would prevent other groups from accessing funding later in the year.

If the full amount proposed tonight is approved, it would result in an overspend of £1,453.11. The Council cannot legally exceed its agreed budget without formal approval (e.g. virement or use of reserves). Without this, no further grants could be awarded this year.

Cllr Blagrove asked whether a councillor who is not a member of a committee can remain in the room during a closed (confidential) item if members of the public have been excluded, provided they do not participate or vote—or whether they must also leave the room.

According to NALC Legal Topic Notes 5E and 35, non-committee councillors have no automatic right to attend committee meetings and may be excluded from confidential items, particularly where staffing matters are discussed. This is to ensure compliance with data protection and good governance. The committee may resolve to exclude non-members as appropriate.

00770 TO RECEIVE APOLOGIES FOR ABSENCE

It was **RESOLVED** to receive and approve apologies for absence with reasons from Cllr El, Cllr Rustem, Cllr Timpe and Cllr Winter.

00771 TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Cllr Drayson declared an interest as a member of Rother District Council and an interest as a close associate of Bexhill United Football Club.

00772 CHAIR'S ANNOUNCEMENTS

There were none.

00773 MINUTES

a) To approve the minutes of the meeting of Wednesday 9th April 2025.

Initial.....

It was **RESOLVED** to approve the minutes of the meeting of Wednesday 9th April 2025.

00774 GOVERNANCE AND ACCOUNTABILITY

- a) To receive year-end accounts. – noted.
- b) To note annual internal audit conducted on 28th April 2025.
It was noted that the internal audit report states *'It is clear the council takes governance, policies and procedures seriously and I am pleased to report that overall, the systems and procedures you have in place are fit for purpose and whilst my report may contain recommendations to change these are not indicative of any significant failings, but rather are pointers to improving upon an already well-ordered system'* and this is indicative of the council improving over time.
- c) To receive bank reconciliation as of 31st March 2025.
It was **RESOLVED** to approve bank reconciliation as of 31st March 2025.
- d) To receive payment listing as of 30th April 2025.
It was **RESOLVED** to approve payment listing as of 30th April 2025.
- e) To receive ear-marked reserves as of 30th April 2025.
The ear-marked reserves were reviewed, and it was **RESOLVED** to investigate options to increase the long-term deposit amount beyond £150,000, with a view to reinvest when the current deposit matures in June 2025.

00775 GRANTS AND DONATIONS

- a) To consider grants as per Appendix G.
It was **RESOLVED** to review the Grants and Donations budget and policy at the next meeting.
It was **RESOLVED** to donate the following:
White Label Events CIC - £5,000.
Bexhill Breathers - £1,000.
The Pelham CIO - £515.00
It was **RESOLVED** to ask The Pelham CIO to reapply for the remaining funds in September, once the Grants and Donations budget has been reviewed.
It was **RESOLVED** to request further information from Bexhill United Football Club regarding whether the floodlight replacement is a recurring annual cost, whether the Town Council would be listed as a sponsor (including on team kits), and which teams would be sponsored. The Club will be invited to reapply with this information ahead of the next meeting.
It was **RESOLVED** to decline the grant application from Bexhill and Rother Homeless Unity Group due to not meeting grant criteria.
- b) To receive updated draft policy for allocating CIL funds to community groups.
This item will follow at the next meeting.

00776 TOWN COUNCIL HUB

- a) To note April hub report to follow at the next meeting. – noted.

00777 RECOMMENDATIONS FROM COMMITTEES

There are none.

00778 MOTIONS FROM COUNCILLORS

There are none.

00779 CORRESPONDENCE AND MATTERS FOR INFORMATION

There is none.

00780 QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS

a) To note answers to questions from last meeting.

Cllr Wilson asked when the reserves will be reviewed and if it will be on the next agenda.	This item is on the agenda.
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b) To receive questions from councillors and any future agenda items.
There were none.

Questions shall be recorded in the minutes and responded to at the next meeting or before.

c) To consider any new risks for future mitigation.
There were none.

00781 OVERVIEW OF ANNUAL INTERNAL CONTROL TASKS OF THE COUNCIL

January	Submit Precept to Rother District Council
February	Review Standing Orders/Financial Regs and policies for Full Council AGM, obtain three quotes for insurance policy renewal
March	Review annual financial risk assessment
April	Complete year end accounts and AGAR, produce annual report, insurance policy renews,
May	AGM – adoption of policies, internal audit, review asset register
June	Approval of AGAR, review internal controls, complete internal audit
July	Electors rights period, Annual VAT return
August	RFO to begin budget drafting
September	Committees prepare budget forecasts, F&GP review salary budgets
October	Committees prepare budget forecasts
November	F&A review committee forecasts and prepare budget for full council review
December	Full council approve annual budget

00782 DATE OF NEXT MEETING – TO BE AGREED AT ANNUAL STATUTORY MEETING ON 21ST MAY 2025

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 15.

00783 STAFFING UPDATE

Initial.....

- a) To receive update.

The Democratic Services officer and Responsible Financial Officer left the meeting at 19:06pm.

CLlr Plim was nominated to take the minutes.

It was **RESOLVED** to recommend the HR-Sub Committee's recommendations to Full Council for consideration with one amendment.

The meeting closed at 19:47pm.

Date.....

Signed.....

DRAFT

Initial.....