

BEXHILL-ON-SEA TOWN COUNCIL

Minutes of the **FINANCE AND GENERAL PURPOSES COMMITTEE** meeting of
the **BEXHILL-ON-SEA TOWN COUNCIL**

on **Monday 17th January 2022 at 6.30pm**

PRESENT: Cllr Plim; Cllr Baldry; Cllr Brailsford; Cllr Clasby; Cllr
Drayson; Cllr Gibson; Cllr Harding; Cllr Rustem; Cllr
Wray; Cllr Winter

ALSO IN ATTENDANCE: Julie Miller, Clerk,

00427. APOLOGIES FOR ABSENCE

It was **RESOLVED** to receive and accept apologies from Cllr Blagrove with reasons. Cllr Winter attended as a substitute.

00428. TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

There were none.

00429. CHAIRMAN'S ANNOUNCEMENTS

There were none.

00430. PUBLIC PARTICIPATION

There were none.

00431. GOVERNANCE AND ACCOUNTABILITY

- a) To receive financial reports as at 30th November 2021
It was noted that Rother District Council are continuing to manage the town councils accounts.
- b) To note update on bank account
It was noted that all outstanding matters are being dealt with.
- c) To consider Terms of Reference for HR Sub Committee
It was **RESOVLED** to approve the terms of reference for the HR Sub Committee.
- d) To note Grants and Donations fund released to public and application deadline of 1st March 2022.
It was noted that there has been an application made to the fund, further advertising will take place to encourage others.
- e) To consider producing Annual Report for delivery to households in April 2022
It was **RESOLVED** to produce the annual report within a community newsletter as a PDF document and print in-house as and when required.

00432. BUDGET 2022-23

- a) To review draft precept and budget for recommendation to full council following budget request of Climate, Nature and Environment Committee:

Climate and Nature Emergency	£6,000
Accessibility improvements	£3,000
Improving appearance of the town	£6,000
Health and Wellbeing	£5,000

	£20,000

It was agreed to make provision within the budget for the CNE projects however the committee will require a business project plan for each initiative.

It was **RESOLVED** to recommend to the full council that a precept of £390,920 and budget of £392,550 for 2022/23.

00433. BACKGROUND INFORMATION

Reports were received with background information on the following matters:

- Special Expenses
- Asset Transfer
- Community infrastructure Levy

00434. POLICIES AND PROCEDURES

- To note quotations being sought for HR advice services/staff handbook – noted.
- To note audit retention policy being prepared – noted.
- To note investment and reserves policy being prepared – noted.
- To note procurement policy being prepared – noted.

00435. MOTIONS FROM COUNCILLORS

There were none.

00436. QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS

- To note questions from the last meeting

Cllr Gibson asked about work experience and shadowing in the workplace.	The council can create an initiative for both work experience and shadowing once a compliant premises is up and running.
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- To receive questions from councillors and any future agenda items
There were none.

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, it was **RESOLVED** that the public and the press may be asked to leave the meeting during consideration of the following item:

00437. STAFFING MATTERS

- To receive update on assistant clerk appointment
It was noted that the assistant clerk has been appointed and starts on
Cllr Brailsford left the meeting at 20:06
Cllr Brailsford re-entered the meeting at 20:08

- b) To receive update from HR Sub Committee on clerk appraisal meeting.
It was noted that the meeting was inquorate and will be re-booked.

00438. DATE OF NEXT MEETING – 23rd MARCH 2022

Meeting closed at 20:30pm

Signed.....

Date.....

DRAFT