

**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 14<sup>th</sup> January 2026 at 6:30pm**

**PRESENT:** Cllr Blagrove, Cllr Crotty, Cllr El, Cllr Peters, Cllr Rustem, Cllr Wilson, Cllr Winter.

**ALSO IN ATTENDANCE:** M Webber; L Muhilathithan; One Videographer; 1 member of public.

**00392 PUBLIC PARTICIPATION**

There was none.

**00393 TO RECEIVE APOLOGIES FOR ABSENCE**

It was **RESOLVED** to receive and approve apologies for absence with reasons from Cllr Huseyin.

**00394 TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

There was none.

**00395 CHAIRS ANNOUNCEMENTS**

In the absence of Cllr Huseyin, Cllr Blagrove chaired the meeting. Cllr Blagrove announced that in accordance with standing orders, Councillors will be given 5 minutes to reply to each item on the agenda.

**00396 MINUTES**

To approve the minutes of the meeting of Wednesday 10<sup>th</sup> December 2025.

a) Wednesday 10<sup>th</sup> December 2025.

It was **RESOLVED** to approve the minutes for the meeting of Wednesday 10<sup>th</sup> December 2025.

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**00397 GOVERNANCE AND ACCOUNTABILITY**

- a) To receive bank reconciliation as of 31<sup>st</sup> December 2025.

It was **RESOLVED** to approve bank reconciliation as of 31<sup>st</sup> December 2025.

- b) To consider budget position as of 31<sup>st</sup> December 2025.

It was **RESOLVED** to approve the budget position as of 31<sup>st</sup> December 2025.

- c) To receive payment listing as of December 2025. – £48,114.32

It was **RESOLVED** to approve the payment listing as of December 2025. – £48,114.32

- d) To receive ear-marked reserves as of 31<sup>st</sup> December 2025.

It was **RESOLVED** to approve the ear-marked reserves as of 31<sup>st</sup> December 2025.

- e) To receive CCLA update. – update received.

It was noted that as of today £250,000 has been moved into this account. This process is happening, however only a certain amount of money can be moved at a time. Next month when the Committee receives the bank reconciliation for January 2026 it will be accompanied by a bank statement including the full balance of the account.

**00398 GRANTS AND DONATIONS**

- a) To consider grants as per Appendix F.

It was **RESOLVED** to approve the following grants:

Come As You Are – £1000.

Hastings and Rother Voluntary Association for The Blind – £660.

**00399 RECCOMENDATIONS FROM COMMITTEES**

There was none.

**00400 MOTIONS FROM COUNCILLORS**

There was none.

**00401 CORRESPONDENCE AND MATTERS FOR INFORMATION**

There was none.

**00402 RISK REGISTER**

a) To consider any new risks for future mitigation.

Cllr Wilson proposed the risk of not having a Town Clerk in place for the next elections.

**00403 OVERVIEW OF ANNUAL INTERNAL CONTROL TASKS OF THE COUNCIL**

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

Cllr Wilson proposed that the Committee consider implementing a working group to review standing orders and financial regulations prior to the AGM.

Cllr Wilson proposed for the working group to consist of three members, who have not been members before.

It was **RESOLVED** for the working group to consist of three members, who have not been a member before.

It was **RESOLVED** for Cllr Crotty, Cllr Blagrove and Cllr Huseyin to be members of the proposed working group.

It was **RESOLVED** to approve the motion for implementing a working group to review standing orders prior to the AGM including Cllr

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Blagrove, Cllr Crotty and Cllr Huseyin. The Deputy Clerk will organize a suitable date for the working group to meet.

**00404 DATE OF NEXT MEETING – WEDNESDAY 11<sup>TH</sup> FEBRUARY 2026**

*All motions for the next meeting of the Finance and Audit Committee on 11<sup>th</sup> February 2026 must be received by the 31<sup>st</sup> January 2026.*

*The meeting closed at 19:15.*

*Date.....*

*Signed.....*

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