

**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 11<sup>th</sup> June 2025 at 6:30pm**

**PRESENT:** Cllr Blagrove, Cllr El, Cllr Huseyin, Cllr Peters, Cllr Rustem, Cllr Wilson and Cllr Winter

**ALSO IN ATTENDANCE:** J Daeva; M Webber; One Videographer; Cllr Plim; One member of the public.

**00056 TO ELECT CHAIR**

It was **RESOLVED** to elect Cllr Huseyin as chair.

**00057 TO ELECT VICE-CHAIR**

It was **RESOLVED** to elect Cllr Blagrove as vice-chair.

**00058 PUBLIC PARTICIPATION**

A representative from Heart of Sidley addressed the Council regarding a grant application for £5,000 to support the upcoming Summer Festival on Saturday 14<sup>th</sup> June 2025. Due to recent IT changes, the application was not received sooner. The speaker noted the Council's previous support and highlighted that last year's event attracted around 2,000 attendees. The festival is free, inclusive, and features performances, arts and cultural activities, food vendors, and free refreshments. The group works collaboratively with local organisations and receives sponsorship, but with the Big Local funding coming to an end, ongoing support from the Town Council is especially valued. All were invited to attend.

**00059 TO RECEIVE APOLOGIES FOR ABSENCE**

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

**00060 TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

There were none.

**00061 CHAIR'S ANNOUNCEMENTS**

There were none.

Initial.....

## 00062 MINUTES

- a) To approve the minutes of the meeting of 14<sup>th</sup> May 2025.  
It was **RESOLVED** to approve and sign the minutes of the meeting of Wednesday 14<sup>th</sup> May 2025.

## 00063 TO APPOINT MEMBERS TO HR-SUB COMMITTEE

it was **RESOLVED** to suspend the strike-out policy for this item.  
It was **RESOLVED** to appoint Cllr El, Cllr Huseyin and Cllr Rustem to the HR Sub-Committee.

## 00064 GOVERNANCE AND ACCOUNTABILITY

- a) To receive bank reconciliation as of 31<sup>st</sup> May 2025.  
It was **RESOLVED** to approve bank reconciliation as of 31<sup>st</sup> May 2025.
- b) To consider budget position as of 31<sup>st</sup> May 2025.  
It was **RESOLVED** to approve budget position as of 31<sup>st</sup> May 2025.
- c) To receive payment listing as of 31<sup>st</sup> May 2025.  
It was **RESOLVED** to approve payment listing as of 31<sup>st</sup> May 2025.
- d) To receive ear-marked reserves as of 31<sup>st</sup> May 2025.  
It was **RESOLVED** to approve ear-marked reserves as of 31<sup>st</sup> May 2025.
- e) To note the long-term investment matures in August and the report will follow at the September meeting.  
It was noted that the committee would review the General Reserves to identify potential amounts that could be transferred to long-term investment.

## 00065 GRANTS AND DONATIONS

- a) To review Grants and Donations Policy.  
*The meeting was adjourned at 7:04pm to allow the committee to review a document submitted by Cllr Blagrove outlining potential content for a new Grants and Donations Policy.*

*The meeting reopened at 19:08pm.*

It was **RESOLVED** that the Clerk will draft an updated Grants and Donations Policy to reflect a revised budget allocation, with £24,000 designated for events and £18,000 for other projects. All grant applicants will be required to provide a breakdown of how the requested funds will be used, and this requirement will be clearly stated on the application form. For event-related

applications, the maximum grant available will be £4,000. If an organisation receives funding for an event and applies for the same event the following year, they may be awarded up to 50% of the amount applied for. If they apply again for the same event in the subsequent year, they may receive up to 25% of the amount applied for, subject to a successful application. For applications relating to other types of projects, organisations may apply for a maximum of £1,000 and must also provide a clear breakdown of the intended use of funds.

- b) To consider grants as per Appendix G.

*Cllr Winter declared an interest as a committee member of 18 Hours.*

*Cllr Winter declared a personal interest in Connection Café.*

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

Heart of Sidley – £5,000.

Connections Café – £425.

Bexhill United Football Club – £5,000.

- c) To receive updated draft policy for allocating CIL funds to community groups.

It was **RESOLVED** to recommend the draft policy for allocating CIL funds to community groups to Full Council.

#### **00066 TOWN COUNCIL HUB**

- a) To receive April hub report. – noted.

#### **00067 RECOMMENDATIONS FROM COMMITTEES**

There are none.

#### **00068 MOTIONS FROM COUNCILLORS**

There are none.

#### **00069 CORRESPONDENCE AND MATTERS FOR INFORMATION**

There is none.

#### **00070 QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS**

- a) To note answers to 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.*

Cllr Rustem asked if CIL Funds could be used for projects such as providing floodlighting to local sports clubs.

Cllr Wilson asked if there was a plan for future recruitment.

Cllr Peters asked whether the CCTV contract has been put in for renewal.

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

## **00071 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>

## **00072 DATE OF NEXT MEETING – WEDNESDAY 9<sup>TH</sup> JULY 2025**

*The meeting closed at 20:13pm.*

*Date.....*

*Signed.....*

Initial.....