

**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 9<sup>th</sup> July 2025** at **6:30pm**

**PRESENT:** Cllr Blagrove, Cllr El, Cllr Huseyin, Cllr Peters, Cllr Wilson.

**ALSO IN ATTENDANCE:** J Daeva, Clerk; One videographer; 0 members of the public.

**00118 PUBLIC PARTICIPATION**

There were none.

**00119 TO RECEIVE APOLOGIES FOR ABSENCE**

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

**00120 TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

**00121 CHAIR'S ANNOUNCEMENTS**

The chair announced that, due to the Responsible Financial Officer's absence, questions will be noted in the minutes.

**00122 MINUTES**

- a) To approve the minutes of the meeting of 11<sup>th</sup> June 2025  
It was **RESOLVED** to approve and sign the minutes of the meeting of Wednesday 11<sup>th</sup> June 2025.

**00123 GOVERNANCE AND ACCOUNTABILITY**

- a) To receive bank reconciliation as of 30<sup>th</sup> June 2025.  
It was **RESOLVED** to approve bank reconciliation as of 30<sup>th</sup> June 2025.
- b) To consider budget position as of 30<sup>th</sup> June 2025  
It was **RESOLVED** to approve budget position as of 30<sup>th</sup> June 2025.
- c) To receive payment listing as of 30<sup>th</sup> June 2025.  
It was **RESOLVED** to approve payment listing as of 30<sup>th</sup> June 2025.
- d) To receive ear-marked reserves as of 30<sup>th</sup> June 2025.  
It was **RESOLVED** to approve ear-marked reserves as of 30<sup>th</sup> June 2025.

**00124 GRANTS AND DONATIONS**

Initial.....

- a) To note draft Grants and Donations Policy to follow at next meeting. – noted.
- b) To consider grants as per appendix F.

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

Normans Bay Residents Association – £499.90

Bexhill 100 – £500.00

The Little Commoners – £392.04

The following grants were not approved:

Bexhill and Rother Homeless Unity Group – £10,000.00.

Community Supporters – £5,000.00.

Flatland Projects CIC/ Beeching Road Studios – £4,000.00.

It was **RESOLVED** that feedback will be provided to grant applicants which includes the council's current budget position.

**00125 TOWN COUNCIL HUB**

- a) To receive May hub report.  
This item will be received at the next meeting.

**00126 RECOMMENDATIONS FROM COMMITTEES**

There are none.

**00127 MOTIONS FROM COUNCILLORS**

There are none.

**00128 CORRESPONDENCE AND MATTERS FOR INFORMATION**

There is none.

**00129 QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS**

- a) To note answers to questions from last meeting.

Cllr Rustem asked if CIL Funds could be used for projects such as providing floodlighting to local sports clubs.	Rother District Council has been contacted for an answer.
Cllr Wilson asked if there was a plan for future recruitment.	A staffing strategy is underway.
Cllr Peters asked whether the CCTV contract has been put in for renewal.	This has been done.

- b) To receive questions from councillors and any future agenda items.

Initial.....

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

Cllr Wilson asked for clarification on the year-to-date figure under Mayor's expenses, noting an assumption that the amount of £1,317 related to the Mace Bearer's Hat and possibly another item.

Cllr Wilson asked for clarification on the EMR Reserve for public toilets, querying whether it represents the remaining balance of the original £150,000 raised from residents two years ago in case the Town Council took on the toilets, as opposed to EMR 330, which relates to refurbishment funds. He referred to Appendix E (Earmarked Reserves) and noted that a significant deposit was recently paid to a company for refurbishment work, which does not appear in the current report.

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

#### **00130 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>

#### **00131 DATE OF NEXT MEETING – WEDNESDAY 10<sup>th</sup> SEPTEMBER 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 will not be permitted to attend during the following items:*

#### **00132 STAFFING UPDATE**

- a) To receive staffing update.

Initial.....

It was **RESOLVED** to recommend the recruitment of up to two part-time Committee Administrators to Full Council.

*The meeting closed at 19:45pm.*

*Date.....*

*Signed.....*

Initial.....