

BEXHILL-ON-SEA TOWN COUNCIL

To all Members of Bexhill-on-Sea Town Council Finance and General Purposes Committee:
Cllr Baldry; Cllr Blagrove; Cllr Brailsford; Cllr Clasby; Cllr Drayson; Cllr Gibson; Cllr
Harding; Cllr Rustem; Cllr Wray

You are summoned to attend a meeting of the
FINANCE AND GENERAL PURPOSES COMMITTEE
of **BEXHILL-ON-SEA TOWN COUNCIL**
to be held in the **Committee Room, Town Hall, Bexhill-on-Sea**
on **Wednesday 27th October 2021 at 6.30pm**
when it is proposed to transact the following business:

Julie Miller
Clerk and Responsible Financial Officer

21st October 2021

Members of the public and press are welcome to attend.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. Members of the public addressing the council but not wishing to be recorded should put this request to the town clerk at the earliest opportunity.

AGENDA

- 1. TO ELECT CHAIRMAN**
- 2. TO ELECT VICE CHAIRMAN**
- 3. TO RECEIVE APOLOGIES FOR ABSENCE**
- 4. TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**
- 5. CHAIRMAN'S ANNOUNCEMENTS**
- 6. PUBLIC PARTICIPATION SESSION**

The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than 3 minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking. A person who speaks at a meeting shall direct his comments to the chairman of the meeting. Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.

7. GOVERNANCE AND ACCOUNTABILITY

- a) To receive financial reports as at 30th September 2021
- b) To note update on bank account
- c) To note financial software package downloaded and data entry pending

- d) To consider requesting that all new committee initiatives are presented to the Finance and General Purposes Committee in the form of a project plan for approval before proceeding
- e) To approve allotment rent rise in line with all other RDC increases at 4.8% (August RPI).

		Current Charges per Plot per Annum (2021/2022)	Proposed Charges per Plot per Annum (2022/2023)
Small Plot	<125sqm	£50.00	£52.00
Large Plot	>125sqm	£96.00	£101.00

6. BUDGET 2022-23

- a) To consider draft precept and budget for recommendation to full council

7. POLICIES AND PROCEDURES

- a) To note audit retention policy being prepared
- b) To note investment and reserves policy being prepared
- c) To note the requirement of retained HR support/staff handbook

8. GRANTS AND DONATIONS

- a) To note application form and policy being prepared for public release

9. MOTIONS FROM COUNCILLORS

- a) **Cllr Izzard**
That Bexhill-on-Sea Town Council develops a Procurement Policy, with strong emphasis on supporting local business and business's that can evidence that they are moving towards Carbon Neutrality

10. QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS

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

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 11

11. STAFFING MATTERS

- a) To formally approve the joining of the Local Government Pension Scheme through the East Sussex Pension Fund
- b) To formulate HR Staffing Sub-Committee to conduct clerk appraisal and objectives
- c) To consider recruitment of assistant clerk role

12. DATE OF NEXT MEETING – 15th DECEMBER 2021