



Seaford Town Council

Finance & General Purposes Committee

Minutes of the meeting of the **Finance & General Purposes Committee** held at the **Council Chamber, 37 Church Street, Seaford** on **Thursday 8th December 2016** at **7.00pm**.

Present:

Councillor M Brown (Chairman)
Councillor L Worcester (Vice-Chair)
Councillors S Adeniji, D Argent, P Boorman, B Burfield, T Goodman, R Hayder and R Honeyman.
Mr James Corrigan, Town Clerk – Seaford Town Council
Mrs Lucy Clark, Support Services Manager - Seaford Town Council

2 members of the public

F12/12/16 Apologies

Apologies for absence were received from Councillor A Latham.

F13/12/16 Disclosure of Interests

There were no disclosures of interest.

F14/12/16 Public Participation

Fiona House Queried the status of a previous employee's overpayment of salary dating back a couple of years and whether legal proceedings would follow.

Town Clerk Confirmed that legal proceedings have commenced.

Mr Hill Enquired as to whether an emergency light was installed by the fire escape in case of an evacuation in the dark.

Town Clerk Confirmed that this would be looked into.

F15/12/16 Finance Report

F15.1 Receipts, Payments and Bank Reconciliation for September & October 2016

Members considered report 96/16 advising of receipts, payments and bank reconciliation for September and October 2016.

Members asked for clarity on certain income and payments.

F15.1.1 It was **RESOLVED** to **NOTE** the balance brought forward from August 2016 was £328,921.60.

F15.1.2 It was **RESOLVED** to **NOTE** September's total receipts of £425,773.49 and total payments of £193,236.14 leaving a balance to carry forward of £561,458.96.

F15.1.3 It was **RESOLVED** to **NOTE** October's total receipts of £82,374.69 and total payments of £132,202.63 leaving a balance to carry forward of £511,631.02.

F15.2 Finance Report

Members considered report 97/16 informing of income and expenditure from 1st April to 31st October 2016 compared to the annual budgets.

It was **RESOLVED** to **APPROVE** the information detailed in the report.

F16/10/16 First Internal Audit Report for 2016-17

Members considered report 98/16 presenting the first Internal Audit report from Mulberry & Co Ltd for 2016-17.

It was **RESOLVED** to **NOTE** the contents of the Internal Auditor's Report.

F17/10/16 Proposed Finance & General Purposes Budget 2017/18

Members considered report 99/16 presenting the draft budget for the Committee to consider and make any recommendations to the Council meeting on 26th January 2017.

The Town Clerk clarified that the overspend quoted in the report was incorrect and that the correct figure was £23,576.

Members asked for clarity on items including staff welfare costs and members training. Members discussed the allocation of the grants pool and Seaford in Bloom, agreeing that this item be moved to the Community Services budget.

F17.1 It was **RESOLVED** to **RECOMMEND** that when approving the Committee Budget for 2017/18, the council consider the following:

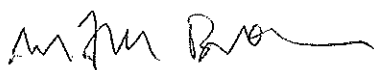
F17.1.1 4182-210 (Catering & Hospitality - Civic) – to reduce the budget from £500 to £200

F17.1.2 4155-206 (Professional Fees for Hurdis House) – to allocate a budget of £10,000

F17.1.3 4059-205 (Service Charge for Church Street) – to increase the budget from £7,000 to £27,000.

F17.2 It was **RESOLVED** to **NOTE** that an information / training meeting for all Councillors to discuss all Committee budgets in detail is being held on 12th January 2017.

The meeting closed at 8.30pm.



Councillor Mark Brown
Chairman