



## Seaford Town Council

### Finance & General Purposes Committee

Minutes of a meeting of the **Finance & General Purposes Committee** held at the **Council Chamber, 37 Church Street, Seaford** on **Thursday 4<sup>th</sup> July** at **7.00pm**.

**Present:**

Councillors M Brown (Chair) and Richard Morland (Vice Chair).  
Councillors N Adil, L Boorman, J Cash, R Honeyman and L Wallraven  
Colin Andrews – Deputy Town Clerk & RFO  
Lucy Clark - Finance Manager  
3 members of the public including Councillor J Edson.

**F01/07/19 Apologies**

Apologies of absence were received from Councillors O Honeyman, J Meek and A Latham.

**F02/07/19 Disclosure of Interests**

Councillor L Boorman declared a non-pecuniary interest in agenda item 7 and will exit the meeting at this point.

**F03/07/19 Public Participation**

There was no public participation.

**F04/07/19 Finance Report**

**F04.1 Receipts, Payments and Bank Reconciliation for February, March, April and May 2019.**

The Committee considered report 33/19 advising of receipts, payments and bank reconciliations for February, March, April and May 2019.

**F04.1.1** It was **RESOLVED** to **NOTE** (as previously reported) the balance brought forward from January 2019 is £263,238.65.

**F04.1.2** It was **RESOLVED** to **NOTE** the February 2019 total receipts of £125,312.57 and total payments of £132,345.76 leaving a balance to carry forward of £256,205.46.

**F04.1.3** It was **RESOLVED** to **NOTE** the March 2019 total receipts of £202,939.64 and total payments of £268,393.27 leaving a balance to carry forward of £190,751.83.

**F04.1.4** It was **RESOLVED** to **NOTE** the April total receipts of £604,797.81 and total payments of £173,960.03 leaving a balance to carry forward of £621,589.61.

**F04.1.5** It was **RESOLVED** to **NOTE** the May total receipts of £126,777.92 and total payments of £312,716.50 leaving a balance to carry forward of £435,651.03.

**F04.1.6** It was **RESOLVED** to **NOTE** that in addition to the Current Account balance above, the new CCLA investment account balance is £625,000.

#### **F04.2 Finance Report**

The Committee considered report 34/19 informing of income and expenditure for the Financial Year End 2019 and the first two months of the 19/20 Financial Year to 31<sup>st</sup> May 2019 compared to budget.

Members asked for clarity on certain items.

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

#### **F04.3 Deputy Town Clerk and RFO's Report – July 19**

The Committee considered report 37/19 informing the Councillors of key aspects of the Council's finances and related updates.

Members asked for clarity on certain items.

It was **RESOLVED** to **NOTE** the report

#### **F05/07/19 Ear Marked Reserves 2018-19**

The Committee considered report 42/19 informing the Committee of the Ear Marked Reserve Position at the end of 2018-19.

**F05.1** It was **RESOLVED** to **NOTE** the Ear Marked Reserve Position at 31<sup>st</sup> March 2019.

**F05.2** It was **RESOLVED** to **NOTE** the transfer of £830 to the Tree Wardens Ear Marked Reserve.

**F05.3** It was **RESOLVED** to **NOTE** the transfers of £440,551 to the Ear Marked Reserves scheduled at Appendix A.

**F05.4** It was **RESOLVED** to **NOTE** the transfer from Ear Marked Reserves of £34,591 used to fund expenditure.

**F05.5** It was **RESOLVED** to **NOTE** the transfer of £73,479 to General Reserve.

#### **F06/07/19 Grant Applications 2019-20**

The Committee considered report 35/19 presenting the 2019-20 Grant applications.

It was discussed that the Seaford Silver Band could not be awarded a grant this year due to their previous grant having not been spent due to delays.

**F06.1** It was **RESOLVED** to **AGREE** that Seaford Silver Band would not have to return their unused grant but to carry it forward to 2019/20.

**F06.2** It was **RESOLVED** to **APPROVE** the following large grants to a total of £29,000.

| <b>Name of Organisation</b>                            | <b>Purpose of Grant</b>  | <b>Awarded 2019-2020</b> |
|--|--|--------------------------|
| CAB Lewes District                                     | Contribution to staffing & service overheads.  | £5,000                   |
| CTLA   | Transport services to BN25 for Dial-a-ride, Group travel, Travel Club and services.  | £4,000                   |
| Cuckmere Buses   | To help meet ongoing annual running costs & avoid deficits.  | £1,000                   |
| Cuckmere Haven SOS (Lapwing Music Festival)            | To support the Lapwing Music Festival.   | £500                     |
| Down Syndrome Development Trust                        | To help set up the Summer Camp at Cradle Hill School.  | £625                     |
| Seaford Bonfire Society                                | Towards the Cost of Specialist Security & Medical Personnel to ensure the safety of the public.  | £2,000                   |
| Seaford Community Events Committee                     | Towards the Cost of Event Management.  | £1,500                   |
| Seaford Contemporary Illustrators & Printmakers (SCIP) | To fund work for The Green Show; a large Seaford Art event taking place at Sth Hill Barn & free children's workshops for Xmas 19.                      | £500                     |
| Seaford Musical Theatre                                | Implementation of a Hearing Loop Amplifier & Microphone for patrons with hearing problems.   | £700                     |
| Seaford Town Football Club                             | To replace the Mesh Fencing surrounding the Crouch Football Pitch.   | £2,000                   |
| SeeAbility   | To support the Speech & Language Therapist which would reach out to the 21 Seaford based people with learning disabilities and many of whom are blind. | £2,675                   |
| St James' Trust (Seaford)                              | Towards re-decorating all the communal areas at the Community Centre.  | £500                     |
| St Wilfrid's Hospice Eastbourne                        | Towards the costs of the Community Nursing team providing care and support for patients and their families.  | £2,000                   |
| Sussex Community Rail Partnership                      | Towards the Bishopstone Station project; restoring, improving and protecting the grade II listed main art deco building and                            | £500                     |

|                                 |   |                |
|---------------------------------|---|----------------|
|                                 | devising ways to use these buildings to the full.   |                |
| Teddy Treats Children's Charity | To provide Top Talent Sponsorship for local children via local dance, drama, tennis, art and other creative clubs.        | £1,500         |
| The Youth Counselling Project   | To continue the provision to provide Counselling for children in Seaford Schools.   | £1,500         |
| Waves Family Support            | To support clients in need of counselling and who are not able to afford the necessary fees for professional counselling. | £2,500         |
|                                 | <b>Total Awarded</b>  | <b>£29,000</b> |

**F06.3** It was **RESOLVED** to **APPROVE** the following small grants to a total of £1,000.

| <b>Name of Organisation</b>         | <b>Purpose of Grant</b>  | <b>Awarded 2019-2020</b> |
|-------------------------------------|--|--------------------------|
| Bishopstone Parish Hall             | To help with the cost of resurfacing the yard area to improve the fabric of the building and making safe.  | £500                     |
| ESAB Seaford (Inner Light) Group    | Towards subsidising the cost of transport to & from monthly meetings along with monthly hall hire.   | £200                     |
| Havens Community HUB CIC            | Support of the Seaford Charities; Leadership Training, Fundraising help, Community projects.   | £0.00                    |
| Sailhaven                           | To assist with the restoration of a 1961 Crusader boat (specifically to buy timber and glue for the boats hull) which will eventually provide free sailing training to local children. | £0.00                    |
| Seaford Silver Band                 | Towards instrument repair and replacement, extra uniforms & general overheads.   | £0.00                    |
| The Crouch Bowling Club             | Towards the purchase of bowling aids for those having difficulty bending and to buy an additional set of steps.  | £300                     |
| Willet Charitable Trust Bishopstone | Works associated with re-routing and re-building footpath steps.   | £0.00                    |
|                                     | <b>Total Awarded</b>   | <b>£1,000</b>            |

**F07/07/19 Exclusion of the Press and Public**

It was **RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be **EXCLUDED** from the meeting during the discussion on the next item on the agenda as it concerns sensitive debtor information.

(7.26pm – members of public and Councillor L Boorman exited the meeting)

**F08/07/19 Debtors Report EXEMPT**

The Committee considered report 36/19 informing the Committee of the current debtors (excluding those in legal dispute) and recommending to write off a debt of £360.

**F08.1** It was **RESOLVED** to **NOTE** the debtors report.

**F08.2** It was **RESOLVED** to **WRITE OFF** the sum of £360.

**F08.3** It was **AGREED** to **INFORM** a current tenant of the concerns the Committee have over unpaid rents and to devise a repayment plan which is in agreement with both parties and to bring back in line with the terms of the contract.

The meeting closed at 7.42pm

Councillor Mark Brown  
Chairman