



Seaford Town Council

To the Members of the Finance & General Purposes Committee

A meeting of the **Finance & General Purposes Committee** will be held at **the Council Chamber, 37 Church Street, Seaford**, on **Thursday 24 October 2013**, at **7.00 pm**, which you are summoned to attend.

S. Shippen
Town Clerk
18 October 2013

Agenda

1. Apologies for Absence and Declaration of Substitute Members

2. Minutes

To approve the minutes of the meeting held on 22 August 2013.

3. Disclosure of Interests

To deal with any disclosure by Members of any discloseable pecuniary interests and interests other than pecuniary interests, as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

4. Public Participation

To deal with any questions, or brief representations, from members of the public in accordance with Standing Order 1 and Seaford Town Council Policy.

5. Finance Report

- a) To consider report 90/13 regarding receipts, payments and bank reconciliation for July, August and September 2013 (3 to 28).
- b) To consider report 89/13 regarding the Council budget position for the period 1 April 2013 to 30 September 2013 (pages 29 to 33).

6. Budget Proposals 2014/15

To consider report 91/13 seeking suggestions from Councillors for inclusion in the draft budget for 2014/15 (page 35).

7. Budget Preparation Schedule

To consider report 87/13 concerning the 2014-15 budget approval schedule (pages 37 to 38).

8. Financial Write-off Policy

To consider report 93/13 concerning the establishment of a policy on write-off of unrecovered income (pages 39 to 40).

9. Staff Matters

To consider report 92/13 on staffing updates (pages 41 to 42).

10. Training

To consider report 88/13 submitting training reports (pages 43 to 48).

For further information about items appearing on this agenda please contact Mrs S J Shippen, Town Clerk, 37 Church Street, Seaford, BN25 1HG. Telephone 01323 894870.

Circulation:

Committee

Councillor B Burfield (Chairman), Councillor M Brown (Vice Chairman), Councillors S Adeniji, R Allen (ex-officio), P Franklin, S Gauntlet, T Goodman, A Hayder, R Needham, B Warren, A White (ex-officio), and I White.

For information:

Councillors A Campbell, S Dunn, B Groves, P Hesletine, A Latham, S McStravick, R Scarfe and L Wallraven.