



## Seaford Town Council

### **Minutes of a meeting of Seaford Town Council's Finance & General Purposes Committee on Thursday, 21<sup>st</sup> April 2022**

Held at the Council Chambers, 37 Church Street, Seaford at 7.00pm.

#### **Present:**

Councillors M Brown (Chair) and B Payne (Vice-Chair)

Councillors D Argent, L Boorman, J Cash, O Honeyman, R Honeyman, J Meek, R Reed and L Wallraven.

Karen Singleton, Responsible Financial Officer

Lucy Clark, Finance Manager

Councillor J Edson attended as an observer.

There were no members of the public in attendance.

#### **F33/04/21 Apologies for Absence**

There were no apologies for absence.

#### **F34/04/21 Disclosure of Interests**

There were no disclosures of interests.

#### **F35/04/21 Public Participation**

There was no public participation.

#### **F36/04/21 Receipts, Payments and Bank Reconciliation Reports for December 2021, January and February 2022**

The Finance & General Purposes Committee considered report 205/21 advising the Committee of Receipts, Payments and Bank Reconciliations for December 2021, January and February 2022.

It was **RESOLVED** to **NOTE** the contents of the report.

#### **F37/04/21 Finance Report to 28th February 2022**

The Finance & General Purposes Committee considered report 206/21 informing the Committee of the Income and Expenditure to 28<sup>th</sup> February 2022 and highlight significant variances from budget.

Members sought clarification on Stripe income, CCTV and The View Loan payments.

It was **RESOLVED** to **NOTE** the contents of the report.

### **F38/04/21      Review of Purchase Ordering and Payment for Goods and Services Policy**

The Finance & General Purposes Committee considered report 207/21 presenting the review of the Town Council's Purchase Ordering and Payment for Goods and Services Policy.

It was **RESOLVED** to **RECOMMEND** to Full Council that the revised version of the Purchase Ordering and Payment for Goods and Services Policy be adopted.

### **F39/04/21      Exclusion of the Press & 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 of business for the reason as set out below.

*The Proper Officer considers that discussion of the following items is likely to disclose exempt information as defined in the Local Government Act 1972 and Data Protection legislation and may therefore need to take place in private session. The exempt information reasons are shown alongside each item below.*

*Furthermore, in relation to paragraph 10 of Schedule 12A, it is considered that the public interest in maintaining exemption outweighs the public interest in disclosing the information. (Councillor Edson left the meeting as a non-Committee member)*

### **F40/04/21      Receipts Due for Payment at 28th February 2022 EXEMPT**

The Finance & General Purposes Committee considered exempt report 208/21 informing the Committee of unpaid receipts due on 28<sup>th</sup> February 2022.

*Reason for exemption: to progress confidential debtor matters.*

*Explanation of Reason: under Data Protection and Freedom of Information legislation, information about the financial arrangements and activities of a business or individual must remain confidential between the parties involved.*

Members discussed the issue with Castle Water at The Crouch, which the Finance team will investigate further.

It was **RESOLVED** to **NOTE** the Receipts Due for Payment list as of 28<sup>th</sup> February 2022.

The meeting closed at 7.28pm.

*Councillor M Brown*

Councillor M Brown

Chair of Finance & General Purposes