



Seaford Town Council

Finance & General Purposes Committee

Minutes of the meeting of the **Finance & General Purposes Committee** held at the **Council Chamber, Church Street, Seaford** on **Thursday 16th April 2015** at **7.00pm**.

Present:

Councillor M Brown (Vice Chairman)
Councillors S Dunn, P Franklin, S Gauntlett, A Hayder, L Lord, S McStravick, and B Warren.
Mr James Corrigan, Town Clerk - Seaford Town Council.
Mrs Lucy Clark, Supports Services Manager - Seaford Town Council.
Ms Elizabeth Harvey, Finance & Administration Assistant - Seaford Town Council (minutes).
3 members of the public.

F45/04/15 Apologies

Apologies for absence were received from Councillors B Burfield and S Adeniji.

F46/04/15 Disclosure of Interests

No declarations were made of discloseable pecuniary interests or 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.

F47/04/15 Public Participation

Robert Brown Requested to know the final capital costs for the new golf clubhouse?

Town Clerk Explained that the final figure is not yet available as the works to the car park and the road leading up to the golf course are not complete. However, the contract sum is currently £1,740,000 which is unlikely to change. The expense for the internal fixtures and fittings currently stands at £43k which will be covered by the £66,000 Ear Marked Reserve.

Robert Brown Asked if the works to Southdown Road is included in the capital costs.

Town Clerk Advised that the contract sum does include these works.

F48/04/15 Finance Report

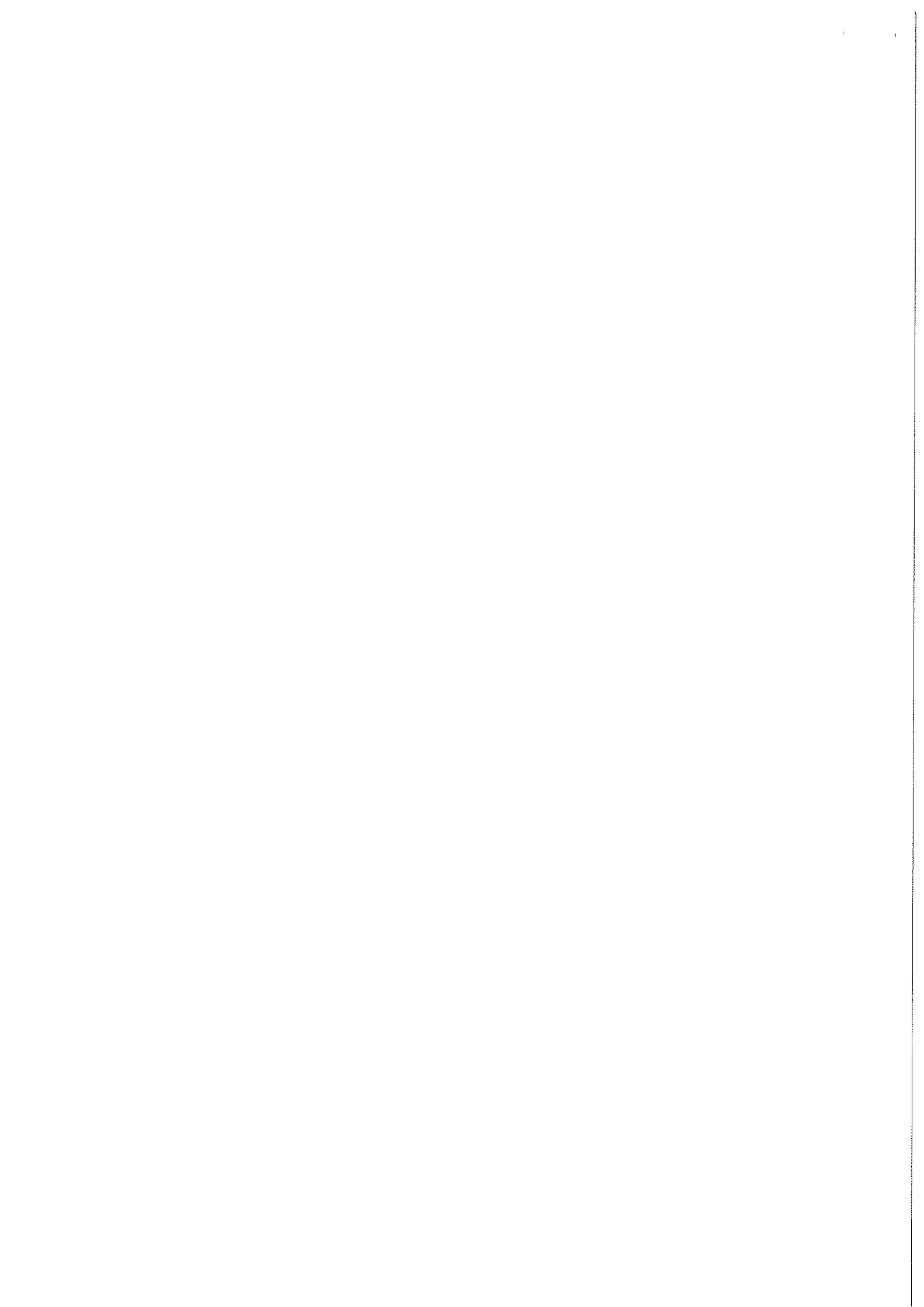
F48.1 Receipts, Payments and Bank Reconciliation for February 2015

Members considered report 232/14 regarding receipts, payments and bank reconciliation for February 2015.

It was **AGREED** to **APPROVE** the information contained in the report.

F48.2 Finance Report – Income & Expenditure 01/04/2014 – 28/02/2015

Members considered report 231/14 regarding the Council budget position for the period 1st April 2014 to 28th February 2015.



It was **AGREED** to **APPROVE** the payments detailed in the report.

F49/04/15 Internal Audit Report Ended 31st March 2015.

F49.1 Councillor S McStravick highlighted that the audit report shows that questions should be raised about previous audits carried out and requested a full investigation be undertaken.

F49.2 Town Clerk confirmed that the next audit, Mulberry & Co, undertake will look at previous audits and what actions were carried out in line from those reports.

Members **NOTED** report 233/14 presenting the Internal Audit report from Mulberry & Co for 2014/15.

F50/04/15 Exclusion of the Press & Public

F50.1 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 items 7 & 8 on the agenda as the items concern confidential Council matters.

F50.2 It was **AGREED** by all Councillors to set aside Section 4E of the Standing Orders to allow Councillor S McStravick to stay for items 7 & 8 on confidential Council matters.

F50.3 It was **AGREED** that the Finance & General Purposes Committee would like to thank Councillor Barry Burfield, Chairman of the Committee, for his hard work and dedication in the last four years.

F52/04/15 Employee's Working Hours

Members considered exempt report 240/14 providing an update on the PA to the Town Clerks working hours.

It was **AGREED** to **APPROVE** the PA to the Town Clerks new working hours with immediate effect.

F53/04/15 Unrecovered Debt Update

Members considered exempt report 241/14 providing an update on an unrecovered debt.

It was **AGREED** to **APPROVE** that the Town Clerk would write up a comprehensive arrangement for both sides not to pursue this matter any further.

The meeting closed at 7.40pm.



Cllr Mark Brown
Vice Chairman

