



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 23rd March 2017** at **7.00pm**.

Present:

Councillor M Brown (Chairman)

Councillors 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

1 member of the public

F18/03/17 Apologies

Apologies for absence were received from Councillors S Adeniji and L Worcester.

F19/03/17 Disclosure of Interests

There were no disclosures of interest.

F20/03/17 Public Participation

Mr E Hill Questioned whether the light outside the emergency exit has been repaired.

Town Clerk Explained that the Council has been in contact with the land owner over this issue and will continue to chase this up.

F21/03/17 Finance Report

F21.1 Receipts, Payments and Bank Reconciliation for November 2016, December 2016, January 2017 & February 2017

Members considered report 129/16 advising of receipts, payments and bank reconciliation for November 2016, December 2016, January 2017 and February 2017. Members asked for clarity on certain income and payments.

F21.1.1 It was **RESOLVED** to **NOTE** the balance brought forward from October 2016 was £511,631.02.

F21.1.2 It was **RESOLVED** to **NOTE** November 2016 total receipts of £45,879.29 and total payments of £167,317.73 leaving a balance to carry forward of £390,192.58.

F21.1.3 It was **RESOLVED** to **NOTE** December 2016 total receipts of £56,084.25 and total payments of £142,966.51 leaving a balance to carry forward of £303,310.32.

F21.1.4 It was **RESOLVED** to **NOTE** January 2017 total receipts of £62,092.13 and total payments of £127,095.68 leaving a balance to carry forward of £238,306.76

F21.1.5 It was **RESOLVED** to **NOTE** February 2017 total receipts of £45,346.27 and total payments of £108,725.09 leaving a balance to carry forward of £174,927.94.

F21.2 Finance Report

Members considered report 130/16 informing of income and expenditure from 1st April 2016 to 28th February 2017 compared to the annual budgets.

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

F22/03/17 Internal Control Review

Members considered report 131/16 updating the Committee on the review of Internal Controls.

It was **RESOLVED** to **NOTE** the contents of the report and **AGREE** that the Council has adequate internal control mechanisms in place.

F23/03/17 Council Risk Assessments

Members considered report 132/16 updating the Committee on the Financial Risk Assessments and Strategy.

It was **RESOLVED** to **NOTE** the contents of the report and **APPROVE** the actions of officers to ensure all appropriate risks are assessed and are isolated where necessary.

F24/03/17 Hire Charges for use of Council Facilities and Open Spaces

Members considered report 133/16 proposing new fee structure for the use of Council Office Facilities and Open Spaces during 2017-18.

It was **RESOLVED** to **APPROVE** the proposed Venue & Facilities Hire Charges for 2017/2018.

The meeting closed at 7.28pm.



Councillor Mark Brown
Chairman