



Seaford Town Council

Finance & General Purposes Committee

Minutes of the meeting of the **Finance & General Purposes Committee** held at the **Council Chamber, 37 Church Street, Seaford**, on Thursday 28 February 2013 at **7.00 pm**.

Present:

Councillor S Adeniji (Chairman)

M F Brown, R E Allen, B Burfield, P Franklin, T Goodman, A Hayder, L Wallraven, and I White.

Mrs S Shippen, Mr S Cooper, Mrs D Parkes – Seaford Town Council.

2 Members of the public.

F&GP 45 Apologies for Absence and Declaration of Substitute Members

Apologies for absence were received from Councillor S Gauntlett. Councillor R E Allen substituted for Councillor Gauntlett.

F&GP 46 Minutes

Members **AGREED** that the minutes of the meeting held on 20 December 2012 be **APPROVED** and were signed by the Chairman.

F&GP 47 Public Participation

Mr Gower congratulated the Town Clerk on achieving her Fellowship within the Institute of Local Council Management.

Mr Gower advised that Councillor Latham's name was missed off the distribution list.

Mr Gower noted that the Golf Course Committee agenda for the meeting to be held on 4 December refers to expenditure on the clubhouse totalling £1,792,000 but the Council meeting on 27 November report referred to construction costs of £1,717,000 and did not mention other fees.

The Town Clerk replied that the November report clearly indicates that the £1,717,000 for construction costs did not include repairs to the Greenkeepers shed and the clubhouse fit-out and identified how these items will be funded. The £1,792,000 includes these two items. The proposed appointment of a Chartered Surveyor to provide independent scrutiny of payments to be made under the contract is suggested as a response to questions asked by Councillors at the November meeting. It is for the Council to decide whether or not they wish to take independent advice.

Mr Brown commented that repairs to Hope Gap Steps are needed and asked about funds being held by LDC for that purpose.

F&GP 52 Grant Funding Allocations

Members considered report 169/12.

It was **AGREED** to **APPROVE** funding allocations to Seaford in Bloom £4,786, Dial a Ride £4,428 and Seaford Youth Forum £2,000 to commence in April 2013.

F&GP 53 Grant Applications for 2013-14

Members considered report 167/12.

F&GP 53.1 It was **AGREED** to **APPROVE** the Grant Application Process as set out in report 167/12.

F&GP 53.2 It was **AGREED** to **APPROVE** the Grant Application Form for grants up to £500 as attached at Appendix A of report 167/12.

F&GP 53.2 It was **AGREED** to **APPROVE** the Grant Application Form for grants in excess of £500 as attached at Appendix B of report 167/12.

F&GP 53.4 It was **AGREED** to **APPROVE** the allocation of £8,000 for grants in excess of £500.

F&GP 54 NALC Putting Communities First Conference

Members considered report 166/12.

It was **AGREED** that Councillor P Franklin and the Town Clerk attend the NALC Putting Communities First Conference on 6 June 2013.

F&GP 55 SALC Chairmanship Training Course

Members considered report 168/12.

It was **AGREED** that Members who are currently or may become Mayor or Committee Chairman attend the course on 6 March 2013 should they wish to do so.

F&GP 56 Staff Matters

F&GP 56.1 Successful Completion of Probationary Period – Administration Assistant (Facilities)

Members considered report 165/12

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

F&GP 56.2 Institute of Local Council Management – Fellow

Members considered report 170/12

It was **AGREED** to **NOTE** the information in the report. Members also congratulated the Town Clerk on her achievement.