



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 22nd March 2018** at **7.00pm**.

Present:

Councillors M Brown (Chair) and B Burfield (Vice-Chair).
Councillors S Adeniji, D Argent, P Boorman, J Elton, L Freeman, N Freeman and L Wallraven.
James Corrigan, Town Clerk
Lucy Clark, Finance Manager
1 member of the public

F18/03/17 Apologies

Apologies of absence were received from Councillors R Honeyman, O Honeyman (Councillors L Freeman and N Freeman substituted) and T Goodman.

F19/03/17 Disclosure of Interests

There were no disclosures of interests.

F20/03/17 Public Participation

There was no public participation.

F21/03/17 Finance Report

F21.1 Receipts, Payments and Bank Reconciliation for November 2017, December 2017, January 2018 and February 2018

The Committee considered report 141/17 advising of receipts, payments and bank reconciliations for November and December 2017 and January and February 2018.

F21.1.1 It was **RESOLVED** to **NOTE** (as previously reported) the balance brought forward from October 2017 is £450,449.62.

F21.1.2 It was **RESOLVED** to **NOTE** the November 2017 total receipts of £79,201.45 and total payments of £216,119.46 leaving a balance to carry forward of £313,531.60.

F21.1.3 It was **RESOLVED** to **NOTE** the December 2017 total receipts of £65,411.50 and total payments of £107,709.68 leaving a balance to carry forward of £271,233.42.

F21.1.4 It was **RESOLVED** to **NOTE** the January 2018 total receipts of £47,872.23 and total payments of £129,708.78 leaving a balance to carry forward of £189,396.88.

F21.1.5 It was **RESOLVED** to **NOTE** the February 2018 total receipts of £65,119.77 and total payments of £125,273.67 leaving a balance to carry forward of £129,242.98.

F21.1.6 It was **RESOLVED** to **NOTE** that in addition to the Current Account balance above, the investment account balance is £134,087.07.

F21.2 Finance Report

The Committee considered report 142/17 informing of income and expenditure from 1st April to 28th February 2018 compared to the annual budget. Members suggested that items taking the account codes overbudget should be reported as early as possible. Members also commented on how the tax leaflet designed by Georgia Raeburn was a great idea and that some members of public had also expressed how informative and useful this was.

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

F22/12/17 Additional Debit Card for Finance Manager

The Committee considered report 143/17 seeking agreement to the issue of a Council Debit Card for the Finance Manager.

It was **RESOLVED** to **AGREE** to the Finance Manager being issued with a Debit Card.

F23/12/17 Bad Debt Report

The Committee considered report 150/17 informing the Committee of current bad debts over 90 days (not including those items currently in legal dispute).

It was **RESOLVED** to **RECOMMEND** that Full Council agree the write off schedule.

The meeting closed at 7.12pm.



Councillor Mark Brown
Chairman