



## Seaford Town Council

### Finance & General Purposes Committee

Minutes of the meeting of the Finance & General Purposes Committee held at the Council Church Street, Seaford, on Thursday 12<sup>th</sup> June 2014 at 7.00pm

**Present:**

Councillor B Burfield (Chairman)

Councillor M Brown (Vice Chairman)

Councillors S Dunn, P Franklin, S Gauntlett, A Hayder, L Lord, R Needham and B Warren.

Councillors R Allen (ex-officio) & A Latham (ex-officio).

Mr J Corrigan, Mrs L Clark and Ms E Harvey – Seaford Town Council

2 members of the public.

**F&GP 4 Apologies**

Apologies for absence were received from Councillors S Adeniji.

**F&GP 5 Minutes**

It was **AGREED** that the minutes of the meetings held on 1 May & 29 May 2014 be **APPROVED** and were signed by the Chairman.

**F&GP 6 Disclosure of Interests**

Councillor B Burfield declared an interest other than a pecuniary interest in item 7 of the agenda as he is an ordinary member of the Seaford Bonfire Society.

Councillor M Brown declared an interest other than a pecuniary interest in item 7 of the agenda as he is an ordinary member of the Seaford Twinning Association.

Councillor S Gauntlett declared an interest other than a pecuniary interest in item 7 of the agenda as he is an ordinary member of the Seaford Parochial Church.

**F&GP 7 Public Participation**

*Mr Hill Queried if Councillor S Dunn was substituting for Councillor Ian White.*

Mrs L Clark There was an administration error on the agenda showing incorrect Committee Members. Although the agenda was amended and redistributed showing the correct members of the Committee, it

13/06/14  
14-06-14

*B. Burfield*  
14-06-2014

would seem that Mr Hill did not receive a revised copy. Apologies for this error.

**F&GP 8 Finance Report**

**F&GP 8.1 Receipts, Payments and Bank Reconciliation for March & April 2014**

Members considered report 45/14

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

**F&GP 8.2 Finance Report – Income & Expenditure 01/04/2013 – 31/03/2013.**

Members considered report 46/14

It was **AGREED** to **APPROVE** the report

**F&GP 8.3 Finance Report – Income & Expenditure 01/04/2014 – 30/04/2014**

Members considered report 47/14

It was **AGREED** to **APPROVE** the report

**F&GP 9 Annual Return and Final Accounts for Year Ended 31 March 2014**

Members considered report 41/14

It was **AGREED** to **NOTE** the accounting statements for the year ended 31 March 2014.

**F&GP 10 Grant Application 2014-2015**

**F&GP 10.1 Small Grant Applications 2014-15**

Members considered report 48/14

It was **AGREED** to award small grants to a total of £5,125 as detailed:

<b>Name of Organisation</b>	<b>Awarded</b>
6 <sup>th</sup> Seaford Scout Group	£500
ABC Fund	£50
Bishopstone Parish Hall Management Committee	£100

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*14 AUG 2014*

Cuckmere Community Bus Ltd	£500
Down Syndrome Development Trust & Cradle Hill School	£200
East Blatchington Pond Conservation	£125
Homestart	£100
Inner Lights	£100
Martello Rotary Club Seaford	
Mecread Youth Centre	£250
National Coastwatch Instituion (Newhaven)	£300
Seaford Live	£100
Seaford Museum & Heritage	£400
Seaford Music Society	£50
Seaford Netball Club	£100
Seaford Parochial Church	£100
Seaford Seniors' Forum	£250
Seaford Silver Band	£350
Seaford Stroke & Caring Club Charity Trust	£100
Seaford Twinning Association	£200
Seahaven Scoutex	£50
Squadron Air Cadets 1218 (Newhaven)	£100
St James' Trust (Seaford)	£500
Vanguard Explorer Scout Unit	£150
Waves Seaford Ltd	£400
Willet Chritable Trust	£50

## F&GP 10.2 Large Grant Applications 2014-15

Members considered report 44/14

It was **AGREED** to award large grants to the total of £7,000 as detailed:

Name of Organisation	Awarded
Seahaven FM	£750
Seaford Bonfire Society	£1000
Seaford Community Partnership	£500
Seaford Lifeguards	£1500
Seaford Musical Theatre & SMTJ	£500
Seaford Rugby Football Club	£1500
Seaford Town Football Club	£1000
Zap Art	£250

It was suggested that a policy for match funding be looked into for future years.

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**F&GP 11 Staff Matters Update**

Members considered report 42/14.

**F&GP 11.1** It was **AGREED** to **ENDORSE** the appointment of Miss Jasmine Pollard as Apprentice Administration Assistant.

**F&GP 11.2** It was **AGREED** to **ACCEPT** the proposed change of working hours for the PA to the Town Clerk.

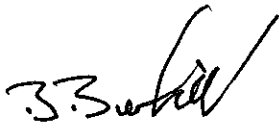
**F&GP 12 Capital Projects Update**

Members considered report 43/14.

It was advised by the Interim Town Clerk that it has since been realised that there was no initial budget set up for maintenance issues so therefore recommendation 2 is no longer required.

It was **AGREED** to **APPROVE** the use of officer time to compile a Capital Wish List.

The meeting closed at 7.45pm

  
14-AUG-2014.

Cllr Barry Burfield  
Chairman