



Seaford Town Council

Finance & General Purposes Committee

Minutes of a meeting of the Finance & General Purposes Committee held via Zoom on Thursday 17th December 2020 at 7.00pm.

Present:

Councillors M Brown (Chair)
Councillors D Argent, L Boorman, J Cash, O Honeyman, R Honeyman, J Meek, R Reed and L Wallraven.
Karen Singleton, Responsible Financial Officer (meeting clerk)
Adam Chugg, Town Clerk
Lucy Clark, Finance Manager
Georgia Raeburn, Executive Support Officer (technical host)
There were no members of public present.

F21/12/20 Apologies

Apologies were received from Councillor R Morland (Vice Chair).

F22/12/20 Disclosure of Interests

There were no disclosures of interest.

F23/12/20 Public Participation

There was no public participation.

F24/12/20 Finance Reports

F24.1 Receipts, Payments and Bank Reconciliation for September, October and November 2020

The Committee considered report 107/20 advising of receipts, payments and bank reconciliations for September, October and November 2020 and regarding the transfer of monies between the Co-operative Current Account and the CCLA Deposit Account.

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

F24.2 Finance Report to 30th November 2020

The Committee considered report 108/20 informing of income and expenditure from 1st April 2019 to 30th November 2020 compared to the annual budget.

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

F25/12/20 Finance & General Purposes Draft Committee Budget Report 2021/22

The Committee considered report 94/20 presenting Finance & General Purposes Draft Committee budgets for 2021/22 and projected budgets to 2025/26.

F25.1 It was **PROPOSED** to **AGREE** that the draft Finance & General Purposes budget being recommended to Full Council be amended to reduce the budgeted salary increase for 2021/2022 to from 3% to 2%; this **MOTION** was **CARRIED**.

F25.2 It was **PROPOSED** to **AGREE** that the draft Finance & General Purposes budget being recommended to Full Council be amended to reduce the budgeted Professional Fees from £20,000 to £15,000; this **MOTION** was **CARRIED**.

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F25.3 It was **PROPOSED** to **AGREE** that the draft Finance & General Purposes budget being recommended to Full Council be amended to reduce the budgeted Election Costs from £18,500 to £6,500; this **MOTION** was **CARRIED**.

(7.32pm – Cllr Meek briefly left the meeting & re-joined)

F25.4 It was **PROPOSED** to **AGREE** that the draft Finance & General Purposes budget being recommended to Full Council be amended to reduce the Grants Pool from £25,000 to £20,000;

A **RECORDED VOTE** was requested:

Councillor D Argent	For
Councillor L Boorman	For
Councillor M Brown	For
Councillor J Cash	For
Councillor O Honeyman	For
Councillor R Honeyman	Against
Councillor J Meek	For
Councillor R Reed	For
Councillor L Wallraven	For

this **MOTION** was **CARRIED**.

F25.5 It was **RESOLVED** to **RECOMMEND** that Full Council's accept the draft Finance & General Purposes Committee budget with the amendments agreed for 2021/22 and the projected budgets to 2025/26.

F26/12/20 Full Council Draft Budget Report 2021/22

The Committee considered report 103/20 presenting the Full Council Draft budget for 2021/22 and projected budgets to 2025/26.

F26.1 It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council be amended to reduce budgeted Advertising & Publicity from £3,000 to £1,500; this **MOTION** was **CARRIED**.

F26.2 It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council retain the budgeted LTA loan £7,010 for the Salts tennis courts project; this **MOTION** was **CARRIED**.

F26.3 It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council retain the budgeted Salts Development Plan £20,000 for the tennis courts; this **MOTION** was **CARRIED**.

F26.4 It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council retain the budgeted Martello Toilets £22,000, being met from capital receipts; this **MOTION** was **CARRIED**.

F26.5 It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council retain the budgeted Seaford in Bloom £5,000; this **MOTION** was **CARRIED**.

F26.6 It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council retain the budgeted Christmas Event Net Expenditure £3,090; this **MOTION** was **CARRIED**.

F26.7 It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council be amended to reduce the budgeted costs for the Bönningstedt Ice Cream concession electric point of £2k; this **MOTION** was **CARRIED**.

- F26.8** It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council be amended to remove the budgeted Salts CCTV works £5,000, deferring this to a future year; this **MOTION** was **CARRIED**.
- F26.9** It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council retain the budgeted South Hill Barn Development £5,000; this **MOTION** was **CARRIED**.
- F26.10** It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council be amended to remove the budgeted Additional Staff (Golf & The View) £10,000; this **MOTION** was **CARRIED**.
- F26.11** It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council retain the budgeted Golf Pro contact review £5,000; this **MOTION** was **CARRIED**.
- F26.12** It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council retain the budgeted Equipment Purchase £8,500 ; this **MOTION** was **CARRIED**.
- F26.13** It was **PROPOSED** to **AGREE** that the draft Full Council budget being recommended to Full Council be amended to reduce Term Maintenance from £5,000 to £2,000; this **MOTION** was **CARRIED**.
- F26.14** It was **RESOLVED** to **RECOMMEND** that Full Council accept the Seaford Town Council draft budget with the amendments and inclusions agreed for 2021/22 and the projected budgets to 2025/26.

F27/12/20 First Internal Audit Report 2020/21

The Committee considered report 109/20 presenting the first Internal Audit Report from Mulberry & Co Ltd for 2020/21.

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

F28/12/20 Exclusion of the Press and Public

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 the next item on the agenda as it concerns confidential debtor information.

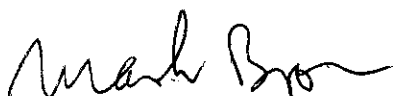
F29/12/20 Receipts Due for Payment Report EXEMPT

The Committee considered exempt report 110/20 informing the Committee of receipts due as at 30th November 2020, with a verbal update as at 17th December 2020.

F29.1 It was **RESOLVED** to **NOTE** the receipts due for payment list as at 17th December 2020.

F29.2 It was **PROPOSED** to **AGREE** that providing the individual provides medical evidence that they are unable to play, to take no action to recover the debt from WO001 and that they are unable to play as a member for the remainder of this year but if they seek to re-join membership in 2021/2022, that they pay the new member rate; this **MOTION** was **CARRIED**.

The meeting closed at 8.38pm.



Councillor Mark Brown
Chair of Finance & General Purposes

