



## Seaford Town Council

### **Minutes of a meeting of Seaford Town Council's Finance & General Purposes Committee on Thursday, 16<sup>th</sup> December 2021.**

Held at the Council Chambers, 37 Church Street, Seaford at 7.00pm.

#### **Present:**

Councillors M Brown (Chair) and B Payne (Vice-Chair)

Councillors D Argent, L Boorman, O Honeyman, R Honeyman, J Meek, R Reed and L Wallraven.

Adam Chugg, Town Clerk

There were no members of the public in attendance.

#### **F24/12/21 Apologies for Absence**

Apologies for absence were received from Councillor Cash.

The Town Council's Responsible Financial Officer, Karen Singleton, had also submitted her apologies.

#### **F24/12/21 Disclosure of Interests**

Councillor Boorman disclosed a non-pecuniary interest in agenda item 11 as a close personal friend of one of the individuals.

#### **F25/12/21 Public Participation**

There was no public participation.

#### **F26/12/21 Receipts, Payments and Bank Reconciliation Reports for October and November 2021**

The Committee considered report 141/21 advising the Committee of Receipts, Payments and Bank Reconciliations for October and November 2021.

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

#### **F27/12/21 Finance Report to 30<sup>th</sup> November 2021**

The Committee considered report 142/21 informing the Committee of the Income and Expenditure to 30<sup>th</sup> November 2021 and highlighted significant variances from budget.

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

## **F28/12/21 Mayor's Chain of Office**

The Committee considered report 148/21 setting out options for the Committee's consideration regarding the updating, replacing, or continuing with the Mayor's Chain of Office.

It was **PROPOSED** and **SECONDED** to include a fourth option for consideration; that the Town Council should not seek to purchase a new chain or additional links and should instead prepare costings for inclusion in the 2022 – 2023 budget for a collar, repair works as discussed at the meeting and a box/appropriate holder to keep the chain in to minimise future wear and tear.

It was **PROPOSED** to **APPROVE** pursuing **OPTION 4** (as raised in the meeting and set out in the minutes above); this **MOTION** was **CARRIED**.

## **F29/12/21 2022 – 2023 Venue and Hire Charges**

The Committee considered report 143/21 advising on the increased costs to the current Venue and Hire Charges and the removal of Office Services.

It was **RESOLVED** to **APPROVE** the Venue and Hire Charge Fees as proposed in Appendix B of report 143/21, subject to the following amendments:

- A review of the fees for prom hire so that the voluntary and commercial hirers are not paying the same fee, and;
- Changing the wording of 'Commercial/Outside Bodies' to 'Other External Organisations' so as not to cause confusion with the appointed Outside Bodies of the Town Council.

## **F30/12/21 Finance & General Purposes Draft Budget 2022 - 2023**

The Committee considered report 146/21 presenting the Finance & General Purposes Committee Draft Budget for 2022 – 2023 and projected budgets to 2026 – 2027.

The Committee discussed the impact of the previous resolution regarding the Mayor's Chain, the intentions with the tables in the Council Chamber when new tables are purchased and the future plans to enable councillors to work towards becoming paper-free with their Town Council activities.

It was **RESOLVED** to **RECOMMEND** that Full Council agrees the Finance & General Purposes Committee Draft Budget for 2022 – 2023 as presented within report 146/21, subject to keeping the discretionary grants budget at the same figure as 2021 – 2022 and the necessary amendments required relating to the Mayor's Chain of Office budget.

## **F29/12/21      Seaford Town Council Draft Budget 2022 - 2023**

The Committee considered report 147/21 presenting the Seaford Town Council Draft Budget for 2022 – 2023 and projected budgets to 2026 – 2027.

The Committee discussed Hope Gap signage, Cuckmere Haven signage and ways in which to reduce the precept increase.

It was **RESOLVED** to **RECOMMEND** that Full Council agrees the Seaford Town Council Draft Budget for 2022 – 2023 as presented within report 147/21, subject to keeping the discretionary grants budget at the same figure as 2021 – 2022 and the necessary amendments required relating to the Mayor's Chain of Office budget.

## **F30/12/21      Exclusion of the Press & 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 two items of business for the reasons as set out below.

*The Proper Officer considers that discussion of the following items is likely to disclose exempt information as defined in the Local Government Act 1972 and Data Protection legislation and may therefore need to take place in private session. The exempt information reasons are shown alongside each item below.*

*Furthermore, in relation to paragraph 10 of Schedule 12A, it is considered that the public interest in maintaining exemption outweighs the public interest in disclosing the information.*

## **F31/12/21      Receipts Due for Payment at 30<sup>th</sup> November 2021 EXEMPT**

The Committee considered exempt report 144/21 informing the Committee of unpaid receipts due on 30<sup>th</sup> November 2021.

**Reason for Exemption:** *to discuss confidential debtor matters.*

**Explanation of Reason:** *under Data Protection and Freedom of Information legislation, information about the financial arrangements and activities of a business or individual must remain confidential between the parties involved.*

It was **RESOLVED** to **NOTE** the Receipts Due for Payment list as of 30<sup>th</sup> November 2021.

## **F32/12/21      Unpaid Golf Direct Debits EXEMPT**

The Committee considered exempt report 145/21 informing the Committee of unpaid direct debit payments for golf season tickets.

**Reason for exemption:** *to progress confidential debtor matters.*

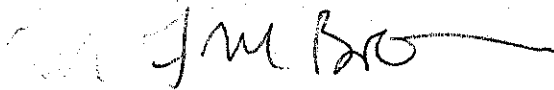
**Explanation of Reason:** *under Data Protection legislation, information about the financial arrangements and activities of an individual must remain confidential between the parties involved.*

The Committee discussed the Direct Debit process and whether a shorter playing period of 6 months could be offered.

**F32.1** It was **RESOLVED** to **NOTE** the contents of the report.

**F32.2** It was **RESOLVED** to **NOTE** that the payment issues regarding Golfers A, B & C have been resolved.

The meeting closed at 8.24pm.

A handwritten signature in black ink, appearing to read 'M Brown', with a long horizontal flourish extending to the right.

Councillor M Brown

Chair of Finance & General Purposes