



Seaford Town Council

Minutes of a meeting of Seaford Town Council's Finance & General Purposes Committee on Tuesday 6th September 2022.

Held at the **Council Chambers, 37 Church Street, Seaford, BN25 1HG** on **Tuesday 6th September 2022** at **7.00pm**.

Present:

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

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

Karen Singleton, RFO

Lucy Clark, Finance Manager

F14/09/22 Apologies for Absence

Apologies for Absence were received from Councillor R Honeyman.

F15/09/22 Disclosure of Interests

There were no disclosures of interests.

F16/09/22 Public Participation

There was no public participation.

F17/09/22 Receipts, Payments and Bank Reconciliation Reports for June and July 2022

The Committee considered report 74/22 advising the Committee of Receipts, Payments and Bank Reconciliations for June and July 2022.

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

F18/09/22 Finance Report to 31st July 2022

The Committee considered report 75/22 informing the Committee of the Income and Expenditure to 31st July 2022 and highlighted significant variances from budget. Members asked for clarity on certain items.

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

F19/09/22 Bad Debt Policy Review

The Committee considered report 59/22 presenting the Town Council's Bad Debt Policy for review.

It was **RESOLVED** to **RECOMMEND** that Full Council review and adopt the Bad Debt Policy as presented in report 59/22

F20/09/22 Pensions Discretion Policies Review

The Committee considered report 63/22 presenting the Town Council's Pension Discretion policies for review.

It was **RESOLVED** to **RECOMMEND** that Full Council review and adopt the Pensions Discretion Policy as presented in report 63/22

F21/09/22 Appointment of External Auditors

The Committee considered report 73/22 seeking a recommendation to Full Council that Seaford Town Council remains part of the SAAA's central external auditors' appointment arrangements for the years 2022 - 2023 until 2026 – 2027.

It was **RESOLVED** to **RECOMMEND** that Full Council approve that Seaford Town Council remains part of the SAAA's central external auditors' appointment arrangements for the years 2022-2023 until 2026-2027 as presented in report 73/22

F21/09/22 Budget Framework and Timetable 2023 - 2024

The Committee considered report 66/22 advising of the proposed budget framework and timetable for 2023 – 2024.

It was **RESOLVED** to **NOTE** the Budget Framework and Timetable and to **AGREE** to moving the Councillor budget training date to 6th December 2022.

F22/09/22 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.

F23/09/22 Golf Direct Debit Cancellation Request EXEMPT

The Committee considered exempt report 76/22 seeking approval to cancel a golf membership and subsequent direct debit payments from 1st August 2022

Reason for Exemption: *to discuss confidential membership and 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 **APPROVE** the cancellation of a 7 Day Membership for Golfer A from 1st August with no further costs and to **WAIVE** the defaulted July direct debit payment.

F24/09/22 Receipts Due for Payment as 23rd August 2022 EXEMPT

The Committee considered exempt report 77/22 informing the Committee of unpaid receipts due on 23rd August 2022.

Reason for Exemption: *to progress 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.*

Members discussed the initial query for account ROT005 and the RFO gave an update on account SEA002 explaining that investigations were still ongoing.

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

The meeting closed at 7.35pm.

Councillor M Brown

Councillor M Brown

Chair of Finance & General Purposes