

UNADOPTED

POLEGATE TOWN COUNCIL

Minutes of the Finance and Policy Committee meeting held on Tuesday 25th May 2010 in the Council Chamber, 49 High Street, Polegate at 7:30 p.m.

Present: Cllrs G Carter (Chair), Mrs C Berry, J Rogers, Mrs J Voyce and T Voyce.

9221 Apologies for absence
Cllrs S Barber, A Watkins, Mrs J Bigsby and M Cunningham

9222 Declarations of interest in any items on the agenda
None

9223 Minutes of the meeting held on 20th April 2010
The minutes from the meeting held on 20th April 2010 were agreed
And signed as a true and accurate record.

9224 To Elect a Deputy Chair of Finance and Policy

It was recommended and voted on that Cllr A Watkins is elected as Deputy Chair of Finance and Policy in his absence.

9225 To adopt Terms of Reference
The Buildings and Land Working Group should be amended to Buildings And Land Advisory Group. A lengthy discussion took place regarding Correspondence that had been received from a Councillor. This would Be answered by the Clerk. The Chairman of the Committee is elected At Full Council and only the Deputy Chair is elected by the Committee. This would be amended in the Terms of Reference.

It was recommended that the Terms of Reference with the amendments would be presented to Full Council for adoption

9226 Members Allowances
This had been circulated to members prior to the meeting. There has Been no change from the previous year.

It was recommended that the Members Allowances had been seen by members and reported to Committee.

9227 Grant applications
Wealden CAB – A lengthy discussion took place regarding the Instalment from last year. This had been discussed at the last Finance Committee.

It was recommended that a total of £2500 would be sent to Wealden CAB. £1500 would be taken out of reserves for last year and £1000 would be taken out of the budget for this year.

The Clerk reported that she had received letter of thanks from Mediation and East Sussex Association for the Blind for their grants.

9228 Internal Auditors Report
The Internal Auditors Report had been circulated prior to the meeting Members information.
The Recommendations had been noted by all members. It was noted

That Mr G Parish will be leaving the area and the office was waiting for A letter of resignation. The Clerk has started to enquire to other Internal Auditors to take on this role.

It was recommended that the Internal Audit be accepted by Polegate Town Council.

9229 Financial Reports

a) Final Accounts 2009-2010

The Final Accounts had been circulated and noted by members and the Internal Auditor had approved the Final Accounts.

It was recommended that the Final Accounts be approved and presented to Full Council and signed by the Mayor.

b) Governance Statement

This had been circulated and noted by members.

It was recommended that the Governance Statement be approved and presented for signing by the Mayor at Full Council

c) Income/Expenditure against budgets to date

This had been circulated and noted by members.

It was recommended that the accounts for April 2010 be agreed.

d) Asset Register/Insurance Cover

The Town Map needs to be added to the Insurance as well as updating The Regalia as individual items. (£1000- Town Map £5000 for Mayors 1st Chain £500 Mayors 2nd Chain and £500 for Deputy Mayors Chain) The Asset Register needs to be updated and this will be completed by The office.

A discussion took place regarding past mayors badges and a consort Badge. The Mayor stated that this would be taken away and discussed At a later date.

e) Quality Council Qualification for LAA Funding.

Polegate Town Council had received a cheque for £766 reward grant as a Quality Council. The money should be spent to better the community or a project in the community. The Clerk reported that clerks from Other councils had discussed this and various ideas had been put Forward such as help towards a play park and updating a website. After a lengthy discussion it was decided for this item to be discussed Further at the next Finance and Policy Committee.

9230 Criminal Records Bureau

This is for members of staff. It is a legal requirement that if you are in position where you can build a relationship with a child you are Required to have a CRB check. The cost is £51 per CRB.

It was recommended that four members of staff would complete a CRB form and this would be sent to ESCC.

The Clerk reported that the Broadband bill per quarter has been looked At by Mrs Ognjanovic and this has now been reduced with a saving of £120 per quarter.

9231 Resolution to take business into confidential session

There was no confidential business