



PEACEHAVEN TOWN COUNCIL

Councillors on this Committee:-

Rachael Coles, Jean Farmiloe, Reg Farmiloe, Brian Gosling, Lynda Hallett, Ann Harrison, Jackie Harrison Hicks, Andy Lorraine, Dave Neave,

CLAIRE LACEY
TOWN MANAGER

Robert Robertson, Melvyn Simmons

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TOWN COUNCIL OFFICE
MERIDIAN CENTRE
MERIDIAN WAY
PEACEHAVEN
EAST SUSSEX
BN 10 8BB

Dear Committee Member,

6th July 2017

You are summoned to a meeting of the **POLICY & FINANCE COMMITTEE** to be held in the **ANZAC ROOM** Community House, Meridian Centre, Peacehaven on **Tuesday 11th July 2017 at 7:30pm**

Claire Lacey
Town Manager

A G E N D A

GENERAL BUSINESS

- 1 ELECTION OF CHAIR & APPOINTMENT OF VICE CHAIR
- 2 TO APPOINT MEMBERS TO SIT ON BUSINESS PLANNING COMMITTEE
- 3 TO APPOINT MEMBERS TO SIT ON AUDIT SUB COMMITTEE
- 4 CHAIR ANNOUNCEMENTS
- 5 PUBLIC QUESTIONS

There will now be a 15 minute period whereby members of the public may ask questions, on any relevant **POLICY & FINANCE** matters. It would be preferred if these are submitted in writing by 12 noon on the day of the meeting. Each speaker is restricted to 3 minutes. Copies of any non-confidential reports listed below may be obtained by contacting the Town Council Office.

- 6 TO CONSIDER APOLOGIES FOR ABSENCE
- 7 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS
- 8 TO APPROVE & SIGN THE NON CONFIDENTIAL MINUTES OF 25th April 2017 – enclosed (page 1-8)

REPORTS

- 9 PAYMENTS FOR AUTHORISATION 1st April 2017 to 3rd July 2017– report (page 9-12)
- 10 BUDGET MONITORING REPORT AS AT 3rd July 2017 – summary & details enclosed (page 13-21)
- 11 BANK RECONCILIATION – TO APPOINT COUNCILLOR - report (page 22)

Policy & Finance Agenda 11/07/17

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- 12 **AUDITORS REPORT – enclosed (page 23-59)**
- 13 **STANDING ORDERS AMENDMENT – report (page 60-61)**
- 14 **DISTRIBUTION OF CONFIDENTIAL PAPERS – report (page 62-63)**
- 15 **GRANT AWARDS – report (page 64)**
- 16 **INSURANCE – report (page 65-89)**
- 17 **TO APPROVE & ADOPT THE FOLLOWING POLICIES:-**
 - 17.1 **Information Security and Acceptable Use Policy (page 90-93)**
- 18 **INFORMATION TO NOTE – enclosed (page 94-105)**
 - 18.1 **National Coastwatch Correspondence**
 - 18.2 **ABC Fund Correspondence**
 - 18.3 **Sussex Pet Rescue Correspondence**
 - 18.4 **Revitalise Correspondence**
 - 18.5 **NALC Legal Briefing - Data Protection**
 - 18.6 **CAB Minutes**

NEXT MEETING

- 19 **TO CONFIRM DATE OF NEXT MEETING Tuesday 12th September 2017 at 7:30pm**