



# PEACEHAVEN TOWN COUNCIL

Councillors on this Committee:-

Rachael Coles, Jean Farmiloe, Reg Farmiloe, Brian Gosling, Ann Harrison, Jackie Harrison Hicks, Andy Lorraine,

CLAIRE LACEY  
TOWN MANAGER

Dave Neave, Robert Robertson, Melvyn Simmons

TELEPHONE: (01273) 585493 Option 6

FAX: (01273) 583560

E mail: [claire.lacey@peacehavencouncil.co.uk](mailto:claire.lacey@peacehavencouncil.co.uk)

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

Dear Committee Member,

19<sup>th</sup> April 2018

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 24<sup>th</sup> April 2018 at 7:30pm**

Claire Lacey  
Town Manager

## A G E N D A

**The meeting will open with a presentation from CTLA**

### GENERAL BUSINESS

1 CHAIR ANNOUNCEMENTS

2 APPOINTMENT OF VICE CHAIR

3 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.

4 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

5 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

6 TO **NOTE** THE NON CONFIDENTIAL MINUTES OF 13<sup>th</sup> February 2018 (signed at Council) – enclosed (page 1-14)

### REPORTS

7 PAYMENTS FOR AUTHORISATION 1<sup>st</sup> February 2018 to 31<sup>st</sup> March 2018 - enclosed (page 15-18)

8 BUDGET MONITORING @ 31<sup>st</sup> March 2018 (expenditure against agreed revised budget) - enc (page 19-22)

9 BANK RECONCILIATION FOR FINANCIAL YEAR ENDING 31<sup>st</sup> March 2018 dated 3<sup>rd</sup> April 2018 – to note (page 23)

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- 10 INTERNAL AUDIT – to accept (page 24-26)
- 11 YOUTH MAYOR HANDBOOK – to adopt (page 27-30)
- 12 INFORMATION TO NOTE – to note (page 31-32)
  - 12.1 Land Registry Update
  - 12.2 CAB Opening Times

**NEXT MEETING**

- 13 TO CONFIRM DATE OF NEXT MEETING Tuesday 5<sup>th</sup> June 2018 at 7:30pm

**CONFIDENTIAL**

In accordance with Standing Order No. 11 and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the business to be transacted, the public and press may be excluded from the discussion on the following items

- 14 TO NOTE THE CONFIDENTIAL MINUTES OF 13<sup>th</sup> February 2018 (signed at Council) - enclosed (page 33-34)
- 15 GRANT AWARDS – enclosed (page 35-141)