

Minutes of a meeting of the **FINANCE and GENERAL PURPOSES** Committee held in the Council Offices, Pine Grove, Crowborough on Tuesday 15th October 2024 at 7.30pm

Present	Councillors	Peter Bucklitsch Suzanne Dixon Martyn Everitt Martyn Garrett David Hedges* Kay Moss Matthew Street Neil Waller Natalie Whittle	Vice-Chairman Chairman
Also present		Caroline Miles Karen Whiley	Town Clerk Responsible Financial Officer (online)

One members of the public present

*Denotes non attendance

A member of the public commented that the words charitable trust should not be used when referring to the Mayor’s charities and that under 5.6 of the financial regulations contracts estimated to be over £30k was noted as the figure in terms of compliance with regulation and yet £60,000 was noted in the table.

It was explained that the £30k is the trigger figure to advertise tenders and the table refers to estimated figures under which a minimum of three tenders must be advertised. £60K would trigger the next form of compliance.

APOLOGIES

None

DECLARATIONS OF INTEREST

CLlr Martyn Everitt declared an interest as a tenant of Basepoint.

MINUTES

Minutes of the meetings held on 18th June 2024

- 10655** **RESOLVED** that the Minutes of the meetings held on 18th June 2024 as confirmed be ratified by the Chairperson.

FINANCE

To note the Finance Report and agree any action

To note F&GP's current income and expenditure against budget and Earmarked Reserves

The Income and Expenditure was noted.

The Earmarked Reserves were noted, it was agreed that the situation would be reviewed nearer the end of the financial year.

To review and note the external auditor's report and comments

The external auditor's report and comments were noted.

To review the changes and recommend the financial regulations to Full Council

It was noted that the financial regulations were an amalgamation of the new NALC model and CTC's financial regulations.

- 10656 RESOLVED** to approve the changes to the financial regulations and recommend they are submitted to Full Council for approval

Cllr Peter Bucklitsch arrived at 19.41pm

Budget report for 2025/26

It was noted that the budget has been decreased for 2025/26. This is due to an increase in income from investments and from Basepoint.

- 10657 RESOLVED** to recommend the draft F & GP 2025/26 budget and the projected budgets for 2026/27 and 2027/28 to Full Council to consider as part of the whole council budget

Loan Review

The loan summary was noted.

It was requested that a statement of income and expenditure was prepared on Pine Grove specifically. Whilst the figures were available on a monthly basis via the income and expenditure statement submitted to councillors; it was agreed that it would be helpful to receive a full spreadsheet. The RFO will prepare a statement for the next meeting.

Internal Auditors Recommendation and Pinegrove Expenditure

- 10658 RESOLVED** to recommend to Full Council the transfer of £150,000 from general reserves into EMR Pinegrove as per the internal auditor's report.

Insurance Claim Information

The information was noted

Investments

The investment report was noted

10659 RESOLVED to transfer £750,000 into the CCLA fund account

10660 RESOLVED to transfer £25,000 to the Lloyds account from the Nat West account to support the daily liquidity of the Council.

Internal auditor

10661 RESOLVED to continue with current internal auditor until 2027

POLICY REVIEW

Grant Awarding Policy

It was agreed that whilst 2.12 might seem an anomaly due to the statement that the council would not *normally* support bodies that are funded by other authorities, the council would not wish to exclude an organisation that had applied for a grant that would ultimately benefit the wider community.

It was agreed that when advertising the grant application process for 2025/26 the campaign should be very clear as to the total amount available for grants.

10662 RESOLVED to accept the Grant Awarding Policy with the amendment as submitted.

Debtor Policy

It was noted that the reason for write off would include the procedure that had taken place to recover funds.

10663 RESOLVED to adopt the Debtor Policy with the amendments as submitted.

URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA

It was noted that the F & GP meeting was cancelled in January of this year due to the lack of agenda items. As the F & GP committee will be convening in December of this year it was agreed that the meeting scheduled for January 2025 should be cancelled to avoid the same situation occurring at the last minute.

EXEMPT BUSINESS

To note the confidential Aged Debt report

10664 RESOLVED that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

The Aged Debt Report was noted

The meeting closed at 20.11hrs.