



# PEACEHAVEN TOWN COUNCIL

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Councillors on this Committee:-  
Rachael Coles, Brian Gosling, Lynda Hallett, Job Harris,  
Jackie Harrison-Hicks, Andy Loraine, Robbie Robertson, Melvyn Simmons

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

Dear Committee Member,

9<sup>th</sup> February 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 14<sup>th</sup> February 2017 at 7:30pm**

Claire Lacey  
Town Manager

## A G E N D A

### GENERAL BUSINESS

#### 1 CHAIR ANNOUNCEMENTS

#### 2 PUBLIC QUESTIONS

There will be a 15 minute period when members of the public may ask questions on matters that affect the Town, each speaker is restricted to 3 minutes. Copies of any non-confidential reports listed below may be obtained by contacting the Town Council Office.

#### 3 TO CONSIDER APOLOGIES FOR ABSENCE

#### 4 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

#### 5 TO APPROVE & SIGN THE FOLLOWING NON CONFIDENTIAL MINUTES:-

##### 5.1 Policy & Finance

22<sup>nd</sup> November 2016 (page 1-6)

### REPORTS

#### 6 PAYMENTS FOR AUTHORISATION 1<sup>st</sup> November 2016 to 31<sup>st</sup> January 2017 – enclosed (page 7-9)

#### 7 BANK RECONCILIATION TO NOTE – enclosed (page 10-13)

#### 8 BUDGET MONITORING REPORT TO NOTE – enclosed (page 14-24)

#### 9 HIRE CHARGES 2017-18 – enclosed (page 25-28)

#### 10 GROUNDS TEAM VEHICLE – enclosed (page 29-33)

#### 11 CCTV – enclosed (page 34-35)

Policy & Finance Agenda 14/02/17

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**12 THE DELL PLAY AREA – enclosed (page 36-42)**

**13 TO APPROVE & ADOPT THE FOLLOWING POLICIES:-**

**13.1 Beekeeping Policy (page 43-46)**

**13.2 Document Receipt and Circulation Procedure 2017 (page 47-49)**

**13.3 Risk Management Policy (page 50)**

**14 INFORMATION TO NOTE – enclosed (page 51-61)**

**14.1 South East Water Payment**

**14.2 Correction to Precept Letter**

**14.3 Roderick Avenue/The Dell**

**14.4 Christmas Fair Analysis**

**14.5 CAB Statistics**

**NEXT MEETING**

**15 TO CONFIRM DATE OF NEXT MEETING Tuesday 25<sup>th</sup> April 2017 at 7:30pm**