



PEACEHAVEN TOWN COUNCIL

Councillors on this Committee:-

CLAIRE LACEY
TOWN MANAGER

TELEPHONE: (01273) 585493 Option 6

FAX: (01273) 583560

E mail: claire.lacey@peacehavencouncil.co.uk

Rachael Coles, Jean Farmiloe, Reg Farmiloe, Brian Gosling, Ann Harrison, Jackie Harrison Hicks, Andy Lorraine,
Dave Neave, Robert Robertson, Melvyn Simmons

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

Dear Committee Member,

8th February 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 13th February 2018 at 7:30pm**

Claire Lacey
Town Manager

AGENDA

DUE TO PURDAH THE ALLOCATION OF GRANT AWARDS WILL BE DEFERRED TO THE MEETING SCHEDULED FOR 24th April 2018 AND ANY COUNCIL BUSINESS NOT DEEMED TO BE ESSENTIAL FINANCIAL BUSINESS WILL BE DISCUSSED DURING THE CLOSED SESSION, ANY QUERIES PLEASE CONTACT THE TOWN MANAGER

GENERAL BUSINESS

- 1 CHAIR ANNOUNCEMENTS
- 2 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.

- 3 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS
- 4 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS
- 5 TO NOTE THE NON CONFIDENTIAL MINUTES OF 21st November 2017 (signed at Council) – enclosed (page 1-10)

REPORTS

- 6 PAYMENTS FOR AUTHORISATION 1st November 2017 to 31st January 2018 - enclosed (page 11-16)
- 7 BUDGET MONITORING @ 31st Jan 2018 (expenditure against agreed revised budget) - enc (page 17-20)
- 8 BANK RECONCILIATION @ 31st January 2018 – to note (page 21)

Policy & Finance Agenda 13/02/18

Councillors on this Committee:-

Rachael Coles, Jean Farmiloe, Reg Farmiloe, Brian Gosling, Ann Harrison, Jackie Harrison Hicks, Andy Lorraine,
Dave Neave, Robert Robertson, Melvyn Simmons

- 9 **BUDGET 2018-19 – report (page 22-25)**
- 10 **OVERAGE PAYMENTS – report (page 26)**
- 11 **INFORMATION TO NOTE – enclosed (page 27-51)**
 - 11.1 CAB Client Satisfaction Survey
 - 11.2 CAB Trustee Meeting
 - 11.3 Business Planning Minutes 21st November 2017
 - 11.4 Donation to the Mayor's Charities
 - 11.5 Correspondence

NEXT MEETING

- 12 **TO CONFIRM DATE OF NEXT MEETING Tuesday 24th April 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

- 13 **TO NOTE THE CONFIDENTIAL MINUTES OF 21st November 2017 (signed at Council) - enclosed (page 52)**
- 14 **YOUTH MAYOR – report (page 53-54)**
- 15 **SPONSORSHIP – report (page 55-57)**