



PEACEHAVEN TOWN COUNCIL

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COUNCILLORS ON THIS COMMITTEE

Councillor Jackie Harrison-Hicks (Chair of Council), Councillor Job Harris (Vice Chair of the Council), Ann Harrison, Lynda Duhigg, Rachael Coles, Robbie Robertson, Dave Neave, Melvyn Simmons, Ian V Buchanan, Claude Cheta, Sue Griffiths

Thursday 13th September 2018

Dear Committee Member

You are summoned to a meeting of the **POLICY AND FINANCE COMMITTEE** to be held in the **ANZAC ROOM**, Community House, Meridian Centre, Peacehaven on **Tuesday 18th September 2018 at 7.30pm**

Claire Lacey
Town Manager

AGENDA

GENERAL BUSINESS

1. PF 289 CHAIR ANNOUNCEMENTS

2. PF 290 PUBLIC QUESTIONS

There will now be a 15 minute period for members of the public to ask questions on any item listed on this evening's agenda. If these questions could be provided prior to the meeting, it could enable a verbal response from the committee at the meeting

3. PF 291 COUNCILLOR QUESTIONS

Councillors have requested time be put to one side to ask questions on any relevant matter included in the agenda this evening

4. APOLOGIES FOR ABSENCE

5. TO RECEIVE DECLARATION OF INTEREST FROM COMMITTEE MEMBERS

6. PF 292 MINUTES OF JUNE 5TH 2018 APPROVED AND SIGNED AT FULL COUNCIL ON THE 24TH JULY 2018 THESE ARE AVAILABLE ON WEBSITE (pages 3-7)

<https://www.peacehaventowncouncil.gov.uk/wp-content/uploads/2017/11/minutes-policy-finance-5th-june-2018.pdf>

7. PF 293 ACTION LIST (page 8)

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|--------|-----------------------------------|--------------------------------|--------------------------|--|
| PF 279 | Response to Residents Association | Date 5 th June 2018 | Response CLAIRE LACEY | Date Completed 18 th September 2018 |
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8. **PF 294** INCOME AND EXPENDITURE REPORT/ BUDGETARY CONTROL (pages 9-21)
9. **PF 295** BUDGET MONITORING REPORT BY COMMITTEE/ BUDGETARY CONTROL INC VARIANCE REPORT (pages 22-31)
10. **PF 296** RECEIPT OF BANK RECONCILIATIONS (page 32)
11. **PF 297** SUPPLIER DATA REPORT (page 33)
12. **PF 298** AUTHORISATION OF BANK MANDATE SIGNATORIES (page 34)
13. **PF 299** EARMARKED RESERVES – REPORT (page 35-37)
14. **PF 300** ADOPTION OF NEW NALC FINANCIAL REGULATIONS (pages 38-63)
15. **PF 301** ADOPTION OF NEW CREDIT CONTROL POLICY (pages 64-70)
16. **PF 302** REVIEW OF POLICIES/GDPR – TO NOTE (Page 71)

EMERGENCY PLAN, COUNCILLOR CODE OF CONDUCT, CERTIFYING DOCUMENTS, HEALTH AND SAFETY AT WORK, COMPLAINTS, CORRESPONDANCE, CHILD PROTECTION, FIRST AID, LONE WORKING, DIGNITY AT WORK.

17. **PF 303** REPORT PRINT REDUCTION COSTS (pages 72-74)
18. **PF 304** COUNCILLOR/STAFF TRAINING COSTS – TO NOTE (page 75)
19. **PF 305** WINDFALL PAYMENT / FILMCREW REPORT – TO NOTE (page 76)
20. **PF 306** PKF LITTLE JOHN CORRISPONDENCE- TO NOTE (pages 77-80)
21. **PF 307** WATER LEAK FINAL REPORT- TO NOTE (Pages 81-90)

NEXT MEETING FOR POLICY AND FINANCE IS 20TH NOVEMBER 2018

Under ruling of Schedule 12A of the Local Government Act 1974, the public shall be excluded from the following part of the meeting, in view of the nature of the business to be transacted or the nature of the proceedings, that, if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence; and nothing in this Part shall be taken to authorize or require the disclosure of confidential information in breach of the obligation of confidence.

CONFIDENTIAL PAPERS / REPORTS

22. **PF 308** PARKING AT FIRLE ROAD – REPORT (pages 91-92)
23. **PF 309** CREDIT CARD REPORT – TO NOTE (page 93)
24. **PF 310** CTLA FUNDING- REPORT (pages 94-95)
25. **PF 311** CAB FUNDING- REPORT (page 96)