**Councillors on this Committee:-** Cllr Seabrook (Chair of Council), Cllr Griffiths (Committee Chair), Cllr Campbell, Cllr Gallagher, Cllr Donovan, Cllr Veck, Cllr Sharkey, Cllr C Cheta.

**21st June 2023**

**Dear Committee Member,**

**You are summoned to a meeting of the POLICY & FINANCE COMMITTEE to be held on**

**TUESDAY 27th JUNE 2023 at 7:30pm in the Anzac Room, Community House.**

****

**Tony Allen, Town Clerk**

**A G E N D A**

**PF873 CHAIRMAN'S ANNOUNCEMENTS.**

**PF874 PUBLIC QUESTIONS - *There will be a 15-minute period whereby members of the public may ask questions on any relevant POLICY & FINANCE matters.***

**PF875 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS.**

**PF876 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS.**

**PF877 TO ELECT A VICE-CHAIRMAN FOR THE COMMITTEE.**

**PF878 TO ADOPT THE COMMITTEE’S MINUTES OF 7th MARCH 2023**

**PF879 TO REVIEW THE 2022/23FINANCIAL POSITION OF THE COUNCIL YEAR TO-DATE: -**

1. **Finance Officer’s report.**
2. **Bank account & Bank Reconciliation statements (for signing).**
3. **Income & Expenditure report.**
4. **Balance Sheet.**
5. **CIL & S.106 report (income, expenditure & bids).**
6. **List of payments (for approval).**
7. **Review of external contracts, SLA’s & their ongoing authorization.**
8. **Funding report for buildings equipment maintenance works.**

**PF880 TO DISCUSS THE COMMITTEE’S ACTION PLAN AND AGREE ANY FURTHER ACTION.**

**PF881 TO ADOPT A DIGNITY AT WORK POLICY.**

**PF882 TO APPROVE THE PURCHASE OF A REPLACEMENT FILE SERVER**

**PF883 TO ADOPT A REVISION TO THE COUNCIL’S MEDIA & COMMUNICATIONS POLICY**

**PF884 TO REVIEW COUNCIL’S INVESTMENTS & RETURNS**

**PF885 TO APPROVE NORTHSTAR TO GO AHEAD WITH IMPLEMENTING A CYBER ESSENTIALS CERTIFICATION FOR PEACEHAVEN TOWN COUNCIL.**

**PF886 PROPOSAL BY CLLR GRIFFITHS FOR THE FORMATION OF A COMMUNITY HOUSE SUB-COMMITTEE.**

***NOTE: In accordance with Standing Order No. 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the following business to be transacted, the public and press are excluded from the rest of the meeting.***

**PF887 TO APPROVE THE CONTRACT & TERMS & CONDITIONS FOR THE GATEWAY CAFÉ TOILETS & CHANGING PLACES FACILITY CLEANING.**

**PF888 AGED DEBT ANALYSIS.**

**PF889 TO APPROVE A SMALL INCREASE IN THE FINANCE OFFICER’S WORKING HOURS.**

**PF890 TO APPROVE THE TENDERING FOR THE PHASE 2 PATHWAY RESURFACING AT CENTENARY**

**PARK.**

**PF891 DATE OF NEXT MEETING – TUESDAY 12TH SEPTEMBER 2023 AT 7.30PM.**