

George Dyson  
Town Clerk

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Community House,  
Meridian Way,  
Peacehaven,  
East Sussex,  
BN10 8BB.

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## Policy & Finance Committee

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

6<sup>th</sup> December 2023

Members of Peacehaven Town Council's **Policy & Finance Committee** are summoned to a meeting to be held in Community House on **Tuesday 12<sup>th</sup> December 2023 at 7.30 p.m.**

A handwritten signature in black ink, appearing to read "G Dyson", is written over a horizontal line.

**George Dyson, Town Clerk.**

### AGENDA

1. **PF939** CHAIR'S ANNOUNCEMENTS.
2. **PF940** PUBLIC QUESTIONS - *There will be a 15-minute period whereby members of the public may ask questions on any relevant POLICY & FINANCE matters.*
3. **PF941** TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS.
4. **PF942** TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS.
5. **PF943** TO ADOPT THE COMMITTEE'S MINUTES OF 24<sup>TH</sup> OCTOBER 2023
6. **PF944** TO RECEIVE THE MINUTES OF THE COMMUNITY HOUSE SUB-COMMITTEE MEETING OF 16<sup>TH</sup> OCTOBER 2023.
7. **PF945** TO NOTE THE DRAFT MINUTES OF THE COMMUNITY HOUSE SUB-COMMITTEE MEETING OF 20<sup>TH</sup> NOVEMBER 2023.
8. **PF946** TO REVIEW THE FINANCIAL POSITION OF THE COUNCIL YEAR TO-DATE: -
  - a. Finance Officer's report.
  - b. Bank account & Bank Reconciliation statements (for signing).
  - c. Income & Expenditure report.
  - d. Balance Sheet.
  - e. CIL & S.106 report (income, expenditure & bids).
  - f. List of payments (for approval).
  - g. Review of external contracts, SLA's & their ongoing authorization.
  - h. Funding report for buildings equipment maintenance works.
9. **PF947** TO DISCUSS THE COMMITTEE'S ACTION PLAN AND AGREE ANY FURTHER ACTION.
10. **PF948** TO AGREE THE 2024 ALLOTMENT TERMS AND CONDITIONS
11. **PF949** TO AGREE THE PROPOSED 2024/25 BUDGET
12. **PF950** TO AGREE TO UNDERTAKE A BUILDING CONDITION SURVEY OF THE HUB
13. **PF951** DATE OF NEXT MEETING – TUESDAY 30<sup>TH</sup> JANUARY 2024 AT 7.30PM.
14. **PF952** TO RESOLVE TO EXCLUDE PRESS AND PUBLIC FROM THE FOLLOWING ITEMS

**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.*

15. **PF953** AGED DEBT ANALYSIS