

**UNADOPTED  
POLEGATE TOWN COUNCIL**

Minutes of the Finance and Policy Committee meeting held on Friday 7<sup>th</sup> November 2014  
Council Chambers 49, High Street, Polegate at 9.30 a.m

**Present:** Cllrs M Cunningham **MC** (chair), H Parker **HP**, Mrs J Voyce **JV**, T Voyce **TV** Mrs M Piper **MP** (ex officio) M Clewett **MCI**(ex officio)(6)

**Not Present** S Shing **SS**: M Pybus **MPy**, Mrs C Berry **CB**, E Board **EB**, (4)

No members of the public present

Minute Number	Resolution	Follow-Up
11141	<b>Apologies for absence</b> Cllrs S Shing, M Pybus, Mrs C Berry, E Board	
11142	<b>Declarations of interest in any items on the agenda</b> None	
11143	<b>Opportunity for Public Comment</b> None	
11144	<b>Minutes of Finance &amp; Policy Committee Meeting of 11<sup>th</sup> November 2013</b> The minutes were agreed and signed by the chair as an accurate record. <b>VOTE All in favour FOR Cllrs M Cunningham MC (chair), H Parker HP, Mrs J Voyce, T Voyce, Mrs M Piper MP (ex officio) M Clewett MCI(ex officio)</b>	
11145	<b>Accounts for Payment to the value of £13484.65 (revised)</b> It was resolved to approve and sign the accounts for payments to the value of £13484.65 <b>VOTE All in favour FOR Cllrs M Cunningham MC (chair), H Parker HP, Mrs J Voyce, T Voyce, Mrs M Piper MP (ex officio) M Clewett MCI(ex officio)</b>	
11146	<b>Authorisation of updated direct debit mandates (not new)</b> a) British Telecom (41757979) b) British Telecom (40739065) c) British Telecom (40730091) d) British Gas (601015717) e) British Gas (601015786) f) British Gas (601015747) g) British Gas (601015817) h) Wealden District Council (111681075) i) Wealden District Council (111818110) j) Wealden District Council (111854158) k) South East Water (20371156) l) South East Water (30470267) m) South East Water (20299051) n) South East Water (20335887)  It was resolved to approve the updates to the direct debits as shown above <b>VOTE All in favour FOR Cllrs M Cunningham MC (chair), H Parker HP, Mrs J Voyce, T Voyce, Mrs M Piper MP (ex officio) M Clewett MCI(ex officio)</b>	
11147	<b>Update letter for authorisation of sweep function between business accounts £5000</b> It was resolved to send an updated letter authorising the sweep function of £5000 between accounts. <b>VOTE All in favour</b>	

	<b>FOR Cllrs M Cunningham MC (chair), H Parker HP, Mrs J Voyce, T Voyce, Mrs M Piper MP (ex officio) M Clewett MCI(ex officio)</b>	
11148	<b>For council to note that the purchase of the High Street toilets has been completed and the insurance is now in place. An additional premium of £64.59 will soon be payable.</b> The additional premium was authorised and noted by all present.	
11149	<b>Risk management Review to be reported and reviewed by FULL COUNCIL</b> <b>a. To set up a Risk Management Working Group to consist of the chair and vice chair of Finance plus two others to meet in office hours and discuss risks with the clerk and for that group to review and make a full report to be reviewed by Full Council</b>  <b>It was resolved to set up a risk management working group (sub committee) to be made up of Cllrs M Cunningham, H Parker, M Clewett, Mrs M Piper; to review and make a full report to full council of risk management for the council and for full council to review this report; quorum to be 3; to elect its own chair and vice chair, to set its own date, place and times for meetings; no public participation, but meeting open to the public VOTE All in favour FOR Cllrs M Cunningham MC (chair), H Parker HP, Mrs J Voyce, T Voyce, Mrs M Piper MP (ex officio) M Clewett MCI(ex officio)</b>	

The meeting closed at 9.35am