

UNADOPTED

POLEGATE TOWN COUNCIL

Minutes of the Finance Committee meeting held on Tuesday 20th April 2010 in the Council Chamber, 49 High Street, Polegate at 7:30 p.m.

Present: Cllrs M Cunningham (Chair), T Voyce, G Carter, J Harmer, Mrs J Voyce, A Watkins

9140 Apologies for absence

Cllr S Barber – work commitments, Cllr Mrs M Piper – work Commitments, Cllr J Rogers – health.

9141 Declarations of interest in any items on the agenda

Cllr Harmer – 9146 Wealden CAB – personal and non-prejudicial
Cllrs T Voyce, Mrs J Voyce, M Cunningham and J Harmer – 9146 Polegate Pre-School – personal and non prejudicial.

9142 Minutes of the meeting held on 16th February 2010

9008 should read – the invoice for Wannock Road play park has
Now been paid.

Resolution should read -

It was resolved that this would be taken back to General Purposes stating that this piece of equipment (Rota Webb Climber) could not be purchased at this present time.

The minutes from 16th February 2010 were agreed as a true Record of the meeting.

9143 Bank Accounts

- Bank mandate needs to be signed by members so that this can be sent back to the bank for the up dating
- Payment of Salaries – Cheques will not be issued in years to come and Council needs to look at how we are going to pay both staff and contractors. The Clerk reported that she would like to retain the services of the Councils payroll officer. There are various methods of paying both employees and contractors which our Business Manager at the Bank can advise us.

It was resolved that the issuing of cheques for payment of salaries and contractors would be investigated further and a report would be given to the Finance Committee at their next meeting.

- Investment Policy – On the visit to the Bank by the Clerk and members and investment policy was spoken about. This has been discussed before by Council last year. Accounts are introduced at various times of the year by the bank. A suggestion was made of paying off the Public Works Loan Board. More information is needed on this and the Clerk will have this by the next Finance Meeting.

9144 Subscriptions

- CPRE – This has been suggested by the Planning Committee as recently advise has been sought from CPRE due to various planning applications. The cost is minimal although the Clerk did not have the information to hand.

It was resolved that the subscription would be paid to join CPRE for 2010-2011.

- SALC/NALC 2010-2011. The amount for each was discussed. A query was raised as to why the SALC subscription is higher than NALC and why VAT has been added by NALC only.

It was resolved that the Clerk would ask why VAT was added on NALC only and why SALC is higher than NALC. It was resolved and voted by 3 in favour and 2 against that the subscriptions and quarterly issues of Local Council Review would be paid.

- Wealden District Association of Local Councils membership for 2010/2011

It was resolved that the subscription to WDALC would be paid for the year 2010/2011

9145 Street Lighting Lamps – Efficiency Requirements

A letter had been circulated from ESCC and noted by members. The letter stated that the light in The Centre Unit number A Unit ID 054407 has fallen below specific efficiency levels and are being phased out. ESCC are recommending that the Council Consider making financial provision over the next three years for Either replacing the lamp or installing new lanterns. The typical Cost of a replacement lantern in upwards of £250 depending on Type and style. ESCC also recommend that if the Council are Considering replacement then a trial installation could be Arranged. The 23W compact fluorescent should also deliver an Annual cost saving per unit (assuming all-night operation) when Compared to an 80W Mercury lamp, of approximately £22.00.

It was resolved that a meeting would be arranged by the Clerk with the Highways Lighting Manager to discuss both the maintenance schedule and the street light efficiency.

9146 Grant applications

The following organisations had applied for grants.

Organisation	Decision
Sussex Crimestoppers	Donation was requested but no accounts received. These would be requested.
Children with Cancer Fund Polegate	A letter needs to be received from Children with Cancer asking for monetary help together with accounts.
Polegate Pre-School	£250.00 to be awarded towards training and a request to be made for an up to date financial statement. Further requests would be considered during this financial year.
Mediation	3 in favour and 2 against for £250
Sussex County Playing Fields Association	Not granted at this time.
East Sussex Association for the Blind and Partially Sighted Polegate Group	£300 to be awarded
Wealden Citizens Advice	This will need to go to the next Finance Committee.
It was resolved that the above grants are granted and the accounts be requested as stated.	

9147 Year End Close Down

This will be prepared on 4th May. The internal auditor will be attending the office on 7th May.

The Clerk circulated the Strategic three year Internal Audit Plan which was originally produced in July 2008. Burial Grants and Community Centre of 0.5 hours each would be arranged to be placed at another convenient part of the plan.

It was resolved that this would be accepted for the end of the three years. This would be reviewed at the end of Financial year 2011.

9148 Financial Reports

a) Income and Expenditure against budgets to date.

The accounts were circulated and noted

4182 Pavilion Sewerage appears to be high and the Clerk would investigate this further.

b) Warranty for Office Computers.

The Clerk had circulated the cost for this but it was decided that this would not be taken up.

c) WDC – Increase in Dog Bin emptying Service

A letter had been received from WDC informing Council that the cost would be £4.45 per bin emptying.

The Clerk stated that there are three items that require budgets to be set. CCTV in the High Street, Clerks Pension and the Office

Review.

- CCTV High Street would be discussed and the expenditure agreed at Full Council
- Pension – This has now been confirmed by ESCC that the liability will be on the Council to pay the pension for the Clerk as from 1st April 2010.

9149 Resolution to take business into confidential session

It was resolved that due to the confidential nature of the next business to be transacted the press and public be excluded from the rest of the meeting.