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**Minutes of Finance Committee held on 25<sup>th</sup> July 2018**

**Meeting commenced at 7.00pm**

<b>Minute</b>		<b>Action</b>
913	<b>Attendance</b> Cllrs Nicklen, Godley, Baxter, Glynn Davis, Boggis. Cllr Mansfield arrived 7.10pm Clerk : C. Stephenson	
914	<b>Election of Vice Chair</b> After some discussion, councillors agreed to defer this item to the next meeting.	<b>Clerk</b>
915	<b>Apologies and reasons for absence</b> Cllr Mear	
916	<b>Declarations of Interest by councillors on any of the agenda items</b> None	
917	<b>Request for DPI Dispensations</b> None	
918	<b>Minutes of meeting held on 27<sup>th</sup> June 2018</b> Councillor Boggis proposed and Cllr Mansfield seconded that the minutes of the meeting held on 27 <sup>th</sup> June 2018 were a true and accurate record of that meeting. <b>Agreed</b>	
919	<b>Public Participation</b> No members of the public were present.	
920	<b>List of Payments</b> Councillors agreed the list of payments up to 20 <sup>th</sup> July 2018 totalling £7,013.23 and refund from HMRC £3,392.91 for 2017/18. Cllr Nicklen signed the list of payments. Clerk advised a check had been undertaken of water usage at Sompting Recreation Ground toilets and it would appear that there is no leak and that an adjustment will need to be made to the budget provision this year as necessary. Noted.	<b>Clerk</b>
921	<b>Verification of bank accounts and reconciliation statements up to 20<sup>th</sup> July 2018</b> Councillors <b>agreed</b> the bank accounts and reconciliation statements for the three accounts which Cllr Nicklen duly signed. Cllr Godley proposed and Cllr Mansfield seconded that the Clerk be asked to transfer a further £35,000 to the Nationwide savings account. <b>Agreed.</b> Clerk to investigate	<b>Clerk</b> <b>Clerk</b>

possibility of adding commitments module to finance software package and report back

- 922      **Bank Signatories**  
Cllr Boggis proposed and Cllr Glynn Davis seconded that Cllrs Nicklen, Godley and Mansfield be added to the bank mandate in lieu of Cllrs Mear, Bashford and Thornton. **TN/AG/PM**  
**Agreed.** Cllrs Mear, Bashford and Thornton to be asked to continue to sign cheques, payments sheets etc until changes have been confirmed. **BM/KB/MT**
- 923      **Budgets**  
Councillors reviewed the budget sheets showing all income and expenditure for the whole Council up to 20<sup>th</sup> July 2018. Clerk to report back on queries raised. Cllrs also agreed to review dates for Finance and General Purposes Committees for 2019/20. **Clerk**
- 924      **Upgrade IT in council offices**  
Quotes had been provided for various works to the current IT arrangements to provide added security, off site back up cloud solution, hot desk provision etc for a total sum of £1507.78 plus VAT. Cllr Baxter proposed and Cllr Godley seconded that the quotes be accepted and the Clerk be asked to progress the work at the earliest opportunity. **Clerk**  
**Agreed**
- 925      **Public conveniences, Sompting Recreation Ground**  
Clerk highlighted on going vandalism issues with regards to the toilets, the increase in cost of consumables and cleaning now that the toilets are open 7 days a week, plus the repairs that are needed to the building. Quotes have been requested for the repairs and when received will be forwarded to A&E Committee. The above issues are on the next agenda of the A&E Committee in September for further, more detailed discussion including consideration as to whether the council wishes to retain responsibility and associated costs to maintain and operate the toilets going forwards as well as what other solutions there may be. The outcome of that discussion will need to be reported to Finance Committee for any budget implications for 2018/19 and 2019/20 and to Full Council for any policy decisions to be made. **CGD/  
A&E  
Cttee**
- 926      **Date of next meeting :**  
7pm on Wednesday 26<sup>th</sup> September 2018  
  
Meeting closed at 7.57pm

Signed ..... Dated .....  
Chairman