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**Minutes of Finance Committee held on 23<sup>rd</sup> January 2019**

**Meeting commenced at 7.04pm**

<b>Minute</b>		<b>Action</b>
967	<p><b>Attendance:</b> Cllrs Godley, Mear, Baxter, Mansfield, Glynn Davies. Cllr Nicklen arrived 7.12pm <b>Non Attendance :</b> Cllr Boggis <b>Members of the public :-</b> None <b>Clerk :</b> C. Stephenson</p> <p>As Cllr Nicklen was not present at the start of the meeting, Cllr Godley proposed and Cllr Glynn Davies seconded that Cllr Baxter chair the meeting on this occasion. <b>Agreed</b></p>	
968	<p><b>Apologies:</b> None</p>	
969	<p><b>Declarations of Interest:</b> Cllr Godley item 8</p>	
970	<p><b>Request for DPI Dispensations:</b> None</p>	
971	<p><b>Minutes of meeting held on 28<sup>th</sup> November 2018</b> – Cllr Godley proposed and Cllr Baxter seconded that the minutes are a true record of that meeting and they were duly signed.</p>	
972	<p><b>Public Participation :</b> There were no members of the public present</p>	
973	<p><b>List of payments for approval :</b> Cllrs <b>agreed</b> the list of payments up to 16<sup>th</sup> January 2019 totalling £16,612.82</p>	
974	<p><b>Verification of two bank accounts and reconciliation statements up to 16<sup>th</sup> January 2019 and Nationwide bank statement and reconciliation up to 1st January 2019</b> – Cllrs agreed all bank statements and reconciliation statements and these were <b>agreed</b> and duly signed by Cllr Baxter. Cllrs also reviewed the budget printout provided up to 16th January 2019 and noted current position. Cllr Nicklen arrived at 7.12pm.</p>	
975	<p>Cllr Nicklen then asked to take over the Chair. <b>Agreed at 7.16pm</b></p>	
976	<p><b>Grant Aid application from 3<sup>rd</sup>/5<sup>th</sup> Lancing Sea Scout Group</b> – Cllr Baxter proposed and Cllr Glynn Davies seconded that a grant of £260 be awarded towards the cost of two places on the sea survival course. <b>Agreed</b></p>	

977 **Banking arrangements for the Council** – Due to ongoing difficulties with existing bank, Cllr Godley proposed and Cllr Baxter seconded that the council seek an alternative provider. **Agreed.** Clerk to explore options as discussed and report back to next meeting. **Clerk**

978 Cllr Nicklen proposed that the meeting now move into confidential session to discuss item 11. **Agreed**

979 **Staff establishment matters – Caretaker/cleaning needs for the council** – The Clerk summarised the views of the Centre Committee and explained the preferred option for taking this forward and was able to confirm that written confirmation had been received from the existing caretaker to reduce his hours of work to 10 hours a week from 1.4.19. Cllr Godley proposed and Cllr Baxter seconded that a new 20 hour a week post be advertised, funded as agreed. **Agreed.**

980 **Date of next meeting** – 7pm on Wednesday 27<sup>th</sup> February 2019

**Meeting closed at 7.29pm**

Signed .....  
Chairman

Dated .....