

MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON 27th JULY 2021 IN THE GARDEN ROOM OF THE COMMUNITY CENTRE AT 7.30PM.

PRESENT: Cllrs. R Lewin (Chair), Hill, Josephson, T Lewin, McNally, Moore, Spackman, Waters & Williams

APOLOGIES: Cllr. Wogan

NOT PRESENT:

IN ATTENDANCE: The Clerk and Asst. Clerk. and Parish Cllrs. Pritchitt & Summers as members of the public

186/21 PUBLIC QUESTIONS

None

187/21 APOLOGIES FOR ABSENCE

Apologies were given and accepted from Cllr. Wogan (holiday)

188/21 TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW

Name	Min. No.	Category of Interest	Reason
None			

189/21 MINUTES OF THE MEETINGS HELD ON 13TH & 27TH APRIL 2021.

The minutes of the meetings held on 13th & 27th April 2021 were proposed for acceptance by Cllr. R Lewin seconded by Cllr. T Lewin and signed as a true record.

No objections were made to deletion of the digital transcripts of the above meetings.

190/21 CLARIFICATION OF (NON-CONFIDENTIAL) ACTIONS FROM LAST MEETING

None.

191/21 CLERKS REPORT ON MATTERS NOT REQUIRING A DECISION

1. Finalisation of the 2020-21 accounts: Cllr. Josephson thanked the Asst. Clerk and Clerk for their hard work that goes into this.
2. Post-pandemic arrangements:
3. Staff concessionary leave:

This report had been previously circulated and was

NOTED

192/21 FINANCIAL REPORT to month 4.

This had been circulated in advance and was NOTED.

193/21 LIST OF PAYMENTS

The List of Payments had been circulated in advance and was **APPROVED**.

Unity Trust from 1 st April 2021 to 21 st July 2021	£ 203,213.09
Pocket Card – David O’Driscoll 1 st Apr 2021 – 21 st July 2021	£ 1,735.52
Pocket Card – Carolyn Coomber 1 st Apr 2021 – 21 st July 2021	£ 984.00
Pocket Card – Gages 1 st Apr 2021 – 21 st July 2021	£ 2,608.72
Pocket Card – Youth 1 st Apr 2021 – 21 st July 2021	£ 831.17
TOTAL	£ 219,372.50

194/21 BANK RECONCILIATION & COUNCIL INVESTMENTS

The bank reconciliation and Council investments as at 30th June 2021 had been previously circulated and were NOTED.

195/21 TO CONSIDER & RESOLVE ON A PROPOSAL RE COUNCIL COMMUNICATIONS

The following resolution was proposed for acceptance by Cllr. R Lewin, seconded by Cllr. T Lewin

Until long term measures have been implemented, the following shall be deemed incorporated into the Council’s Communications Policy and in the event of any conflict between this amendment and the pre-existing wording, the former shall prevail:

- Any communication that Councillors (oral or in writing) wish to have with ANY of our staff, other than the purely administrative, MUST only be sent to the Committee Chair relevant to that communication, whose role will be to act as intermediary, using their judgement. Staff, other Councillors or third parties may not be copied into such communications.
- Casual interactions with Council staff must avoid Council business, and staff will be asked to report any infringement to the relevant Committee Chair.
- Questions on informational matters put before Council and Committees (eg. Reports on finances, Clerk’s comments, staff reports, etc) MUST be advised, at least 48 hours before the start of the relevant meeting to the relevant Chair and Clerk, or otherwise shall be inadmissible in the meeting.
- Existing Standing Orders 1(q) – 1 (w) on the 2-minute speaking rule, speaking through the Chair and follow up questions will be enforced by Chairs/ Vice-Chairs.
- Communications regarding Working Groups and the Planning Committee (given that it is advisory only) do not apply so long as they remain with the relevant terms of reference.

AGREED

196/21 TO CONSIDER & RESOLVE UPON THE COUNCIL’S INSURANCES FOR THE COMING YEAR

Details had been previously circulated in the agenda backing papers.

Cllr. R Lewin proposed that the Council enter into the 3-year agreement with Hiscox. This was seconded by Cllr. McNally and

AGREED

Cllr. R Lewin proposed that insurance against cyber-attacks be included. This was seconded by Cllr. McNally and

AGREED

197/21 TO CONSIDER & APPROVE ARRANGEMENTS FOR THE AUGUST/SEPTEMBER REPAIR CAFÉ

Cllr. Josephson proposed that Sara Smart be invited to organise these events on a freelance basis, if necessary. This was seconded by Cllr. T Lewin and

AGREED.

Cllr. Moore joined the meeting at 7.50pm.

198/21 TO CONSIDER GRANT APPLICATIONS

An application for a grant had been received from the Samaritans. Cllr. McNally proposed that a grant be given in the sum of £ 300. This was seconded by Cllr. R Lewin and

AGREED.

An application for a grant had been received from Forest Row Tennis Club for extra floodlighting. After a number of proposals and counter proposals, a definitive proposal was made by Cllr. Moore to decline the application. This was seconded by Cllr. T Lewin and

AGREED with 1 abstention.

CONFIDENTIAL BUSINESS

Minute number 199/21 is attached as a Confidential minute.

200/21 CORRESPONDENCE

None

201/21 TO NOTE ITEMS TO BE REFERRED TO COMMITTEE OR FULL COUNCIL

None

The meeting closed at 8.06pm.

SIGNED:..... DATE.....

(Chairman)

