



# Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP | Tel: 01702 716288  
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**Chairman:** Cllr Bernard Arcscott | **Vice Chairman:** Cllr Sandra McCurdy

**Town Clerk:** Helen Symmons PSLCC



## Members are summoned to attend a meeting of the Finance & Governance Committee

To be held on Tuesday, 5 March 2024 at 7.30 pm.

at Leigh-on-Sea Community Centre, 71-73 Elm Road, Leigh-on-Sea, SS9 1SP

### Committee Membership:

Cllr Bernard Arcscott - Chairman, Cllr Rosemary Arcscott, Cllr Owen Cartey, Cllr Jonathan Garston, Cllr Carol Lambert, Cllr John Lloyd, Cllr Sandra McCurdy - Vice Chairman, Cllr Dr. Anne Robinson, Cllr Judith Suttling

*G. Lopes*

Locum Clerk  
28 February 2024

Any member who is unable to attend should send their apologies to the Town Clerk before the meeting

## AGENDA

### **1) Chairman's Welcome & Housekeeping Announcements**

### **2) Apologies For Absence**

### **3) Declarations Of Members' Interests**

*Members should declare personal or prejudicial interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared, the member must disclose the interest and withdraw from the meeting when the item is discussed.*

### **4a) Minutes of the last meeting held 12 December 2023** – for resolution

**4b) Minutes of previous meetings of the Finance & Governance Committee** – for resolution

### **5) Public Participation (Maximum Time 15 Minutes)**

Resolution to invite members of the public to speak

### **6) Appointment of Internal Auditor** – for resolution

### **7) Menu Prices, Cup of Leigh Café** – for consideration

### **8) Review of Standing Orders** – for consideration

### **9) Review of Financial Regulations** – for consideration

### **10) Update on Community Centre Figures** – Cllr Arcscott to report

**11) CIL Funded Project** - for review

**12) Utility Aid Contract** – for consideration

Supply of electric/gas to Community Centre, Strand Wharf, Skate Park

**13) Date Of Next Meeting**

**14) Exclusion of the Press & Public**

Resolution to exclude the press & public – The Public Bodies (Admission to Meetings) Act 1960 - in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw.

**15) Business Continuity**