



# Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP | Tel: 01702 716288

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**Chair:** Councillor Bernard Arscott | **Vice Chair:** Councillor Sandra McCurdy



## Finance and Governance Committee Meeting

You are hereby summoned to the Finance and Governance Committee Meeting to be held in the Donald Fraser Hall, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea, Essex, SS9 1SP on Tuesday 1<sup>st</sup> October 2024 at 8.30pm.

*C Milligan*

Mrs Clare Milligan  
Town Clerk  
25<sup>th</sup> September 2024

Chair: Councillor B Arscott  
Vice Chair: Councillor S McCurdy  
Councillor Membership: Dr D Bowry, J Lloyd, C Mulroney, J Suttling and C Watt.

The press and the public are cordially invited to join the meeting.

## AGENDA

### 1. Apologies for Absence

To receive and approve apologies for absence.

### 2. Declarations of Members' Interests

Declaration of any disclosable pecuniary interests, other registerable and non-registerable interests relating to items on the Agenda in accordance with the Code of Conduct. Members must not participate in any discussion on the matter in which they have declared a disclosable pecuniary interest or other registerable interest or participate in any vote, or further vote, taken on the matter at the meeting and must withdraw from the room unless the Member has received a dispensation in relation to the matter.

### 3. Public Participation

In accordance with Standing Order 3.e. to allow up to 15 minutes for members of the public to make representations, ask questions and give evidence in respect of any item on the agenda. In accordance with Standing Order 3.f. no one person shall speak for longer than 3 minutes. At the close of this item members of the public will no longer be permitted to address the Council.

### 4. Minutes

To receive and agree the minutes of the Finance and Governance Committee meeting held on 13th August 2024.

### 5. Clerk's Report

To receive an update report from the Clerk on matters arising from the meeting on 13th August 2024 which are not agenda items.

**6. Financial Transactions**

To receive and agree the income and expenditure for the month of September 2024.

**7. Financial Review**

To receive and agree the bank reconciliation for September 2024.

To receive the budget summary up to the end of September 2024 for comparison and agreement.

**8. CIL and Earmarked Reserves**

To receive and discuss CIL and Earmarked Reserves. Confirming and agreeing amounts, allocations and projects funds are being saved for.

**9. Café Oven**

To receive quotes for a new oven for the Café, discuss and agree.

**10. Updates from Councillors and Matters for Information**

To receive any updates from Councillors on any meetings, briefing or training they have attended. To receive ideas for items to be placed on future meetings.