



Leigh-on-Sea Town Council

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

council@leighonseatowncouncil.gov.uk | www.leighonseatowncouncil.gov.uk

Chairman: Cllr Doug Cracknell | **Vice Chairman:** Cllr Keith Evans

Town Clerk: Helen Symmons PSLCC



MINUTES OF A MEETING
FINANCE & GOVERNANCE COMMITTEE
TUESDAY 3RD MAY 2022
Leigh-on-Sea Community Centre

Present Cllrs: David Bowry (Chairman), Vinice Cowell, Doug Cracknell, Keith Evans and Carole Mulroney

Absent: Cllrs: Anita Forde and Jill Healey

In Attendance: Helen Symmons (Town Clerk)

The meeting opened at 7.33pm

39. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed all to the meeting and made housekeeping announcements.

40. APOLOGIES FOR ABSENCE

Cllrs: Forde and Healey

41. DECLARATION OF MEMBERS' INTERESTS

Cllr Mulroney declared a non-pecuniary interest as a Southend City Leigh Ward Councillor for any agenda items connected to Southend City Council and also for Agenda Item 21 in connection with the application from U3A as they are working in partnership with the Leigh Society and also with the application from RBL as she is a member of RBL.

Cllr Evans declared a non-pecuniary interest as a Southend City Councillor for any agenda items connected to Southend City Council and also for Agenda Item 21 in connection with the application from RBL as he is a member of RBL.

42. APPROVAL OF THE MINUTES

The minutes of the meeting 2nd November 2021 were **AGREED** as an accurate record of the meeting. The Town Clerk apologised as the minutes had not been brought to the meeting. It was agreed they would be signed after.

43. PUBLIC REPRESENTATIONS

There were none.

44. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

POLICY DECISIONS

45. REVIEW OF STANDING ORDERS – **Agenda item 7**

The Committee **RESOLVED** the reviewed Standing Orders with **recommendation to Council**.

46. REVIEW OF FINANCIAL REGULATIONS – **Agenda item 8**

The Committee **RESOLVED** the reviewed Financial Regulations with **recommendation to Council**.

47. TERMS OF REFERENCE – **Agenda item 9**

The Committee **RESOLVED** the reviewed Terms of Reference with **recommendation to Council**.

48. INVESTMENT STRATEGY - **Agenda item 7**

The Committee **RESOLVED with recommendation to Council** the reviewed policy.

49. CODE OF CONDUCT – **Agenda item 11**

The Committee **RESOLVED with recommendation to Council** to adopt the new model code of conduct in line with the code of Southend City Council.

50. GDPR GOVERNANCE REVIEW – **Agenda item 12**

The Committee **RESOLVED with recommendation to Council** the reviewed governance documents.

RESOURCES

51. OFFICE RENTAL

The Committee **NOTED** the report.

52. STRATEGIC PLAN

The Committee **NOTED** the report.

FINANCIAL

53. COMMITTEE AND COUNCIL ACCOUNTS AS AT 31ST MARCH 22

The Committee **NOTED** the report.

54. TO NOTE INTERNAL ACCOUNT TRANSFERS AND APPROVE EXPENDITURE SINCE THE LAST COUNCIL MEETING – **Agenda item 16**

The Committee **RESOLVED with recommendation to Council** the expenditure listed.

55. BANK ACCOUNT BALANCE

The Committee **NOTED** the balances

56. QUARTERLY FINANCE CHECK

The Committee **NOTED** the report.

57. BANK RECONCILIATION CHECK

The Committee **NOTED** the report.

CONFIDENTIAL

58. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

RESOLVED that in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw – SO 3(d)

59. GRANT AID AWARDS **Agenda item 21**

The Committee **RESOLVED** the following grants:

Friends of Love Leigh Cliffs	£500	Plants, equipment, advertising, signage, insurance.
Musicality CIC	£500	Room hire at LCC
U3A	£320	Room hire at LCC for exhibition
Leigh Folk Arts Assoc	£500	Room hire at LCC for Folk & Ale Festival
Friends of Leigh Library Gardens	£144	Room hire at LCC
Lions Club of Leigh	£500	Childrens' Entertainment at the Regatta
Cake Club	£100	Refreshments for Leigh users at Eastwood
Lower Thames Rowing Club	£287.50	Room hire at LCC
Artist in Residence	£500	AIR Scholarship programme
RBL Leigh Branch	£126	Room hire at LCC
Yoga4all	£225	Room hire LCC for SN yoga

The meeting closed at 8.32 pm