

BEXHILL-ON-SEA TOWN COUNCIL
Minutes of the meeting of the **BEXHILL-ON-SEA TOWN COUNCIL**
FINANCE AND AUDIT COMMITTEE
Held in the **BEXHILL SENIOR CITIZENS CLUB, EVERSLEY ROAD,**
BEXHILL-ON-SEA
On **Wednesday 8th April 2026 at 6:30pm**

PRESENT: Cllr Blagrove, Cllr Huseyin, Cllr Peters.

ALSO IN ATTENDANCE: Adam Chugg, Town Clerk; M Webber, RFO; L Muhilathithan; One Videographer; 1 member of public.

00549 PUBLIC PARTICIPATION

There was none.

00550 TO RECEIVE APOLOGIES FOR ABSENCE

To receive and approve apologies for absence with reason from Cllr Crotty, Cllr El, Cllr Rustem, Cllr Winter, and Cllr Wilson.

00551 TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

There was none.

00552 CHAIRS ANNOUNCEMENTS

There was none.

00553 MINUTES

To approve the minutes of the following meeting:

a) Wednesday 11th March 2026

It was **RESOLVED** to approve the minutes from the meeting of Wednesday 11th March 2026.

00554 GOVERNANCE AND ACCOUNTABILITY

- a) To note year end accounts to follow at next meeting. – noted.
- b) To note year end internal audit being conducted 19th May 2026. – noted.
- c) To approve the Data Audit for assertion 10.

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It was **RESOLVED** to approve the Data audit for assertion 10.

- d) To approve the Standing Orders, Financial Regulations and Terms of Reference and recommend to Full Council Annual General Meeting.

Discussion ensued.

Cllr Peter's proposed motion to increase the debit card limit from £500 to £1,000.

It was **RESOLVED** to increase debit card limit from £500 to £1,000.

It was **RESOLVED** to approve the Standing Orders, Financial Regulations – including the increase of the debit card limit from £500 to £1,000 – and Terms of Reference, and recommend to the Full Council Annual General Meeting.

- e) To review and approve the Risk Management Policy and the risk assessment.

It was **RESOLVED** to approve the Risk Management Policy and the Risk Assessment.

00555 GRANTS AND DONATIONS

- a) To consider grants as per Appendix E in accordance with the new Grants and Donations Policy.

It was **RESOLVED** to approve the following grants:

- i. Flatlands: £7,500

It was **RESOLVED** to give Flatlands £3,750.

- ii. Dyslexia South East CIC: £500

It was **RESOLVED** to give Dyslexia South East CIC £300.

00556 RECOMMENDATIONS FROM COMMITTEES

There was none.

00557 MOTIONS FROM COUNCILLORS

There was none.

00558 CORRESPONDENCE AND MATTERS FOR INFORMATION

There was none.

00559 RISK REGISTER

a) To consider any new risks for future mitigation.

There was none.

00560 OVERVIEW OF ANNUAL INTERNAL CONTROL TASKS OF THE COUNCIL

January	Submit Precept to Rother District Council
February	Review Standing Orders/Financial Regs and policies for Full Council AGM, obtain three quotes for insurance policy renewal
March	Review annual financial risk assessment
April	Complete year end accounts and AGAR, produce annual report, insurance policy renews,
May	AGM – adoption of policies, internal audit, review asset register
June	Approval of AGAR, review internal controls, complete internal audit
July	Electors rights period, Annual VAT return
August	RFO to begin budget drafting
September	Committees prepare budget forecasts, F&GP review salary budgets
October	Committees prepare budget forecasts
November	F&A review committee forecasts and prepare budget for full council review
December	Full council approve annual budget

00561 DATE OF NEXT MEETING – WEDNESDAY 13th MAY 2026

All motions for the next meeting of the Finance and Audit Committee on 13th May 2026 must be received by the 2nd May 2026.

The meeting was closed at 18:46pm.

Date.....

Signed.....

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