

**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 11<sup>th</sup> March 2026 at 6:30pm**

**PRESENT:** Cllr Blagrove, Cllr El, Cllr Huseyin, Cllr Peters, Cllr Wilson, Cllr Winter.

**ALSO IN ATTENDANCE:** M Webber, Deputy Clerk; L Muhilathithan; One Videographer; One member of public.

**00498 PUBLIC PARTICIPATION**

A representative from Bexhill Primary Care Network (PCN) came to provide further information on their grant application. They had hoped for support from their previous sponsor, Hastings Direct, who covered the cost of hiring the venue for the past two years. However, they have indicated that they might only be able to contribute between £1,000-£1,500. They have also approached several other local organisations, but unfortunately none have been able to offer sponsorship.

The first event took place in September 2022 in the lobby of the De La Warr and focused on showcasing services available to patients in the wider Bexhill Community. The Following year a networking event was held at St Peter's Community Hall with 23 community organisations and over 100 attendees. As a result, PCN held its first full health and wellness wellbeing event in May 2024 in the De La Warr auditorium. The event was well received. The May 2025 event was even more successful with 44 community organisations hosting stalls and more than 300 visitors attending.

Another question was previously raised as to why the event needs to be held in the De La Warr. The De La Warr is the only local space capable of accommodating an event of this scale. It is also the most accessible venue in the area with nearby car parks, proximity to the railway station and several bus routes. The De La Warr also benefits from significant footfall. 65% of community organisations invited to host a stall have already confirmed their attendance. Having Bexhill Town Council as one of their

sponsors would be a very positive demonstration of support for the health and wellbeing of the local community.

**00499 TO RECEIVE APOLOGIES FOR ABSENCE**

It was **RESOLVED** to receive and approve apologies for absence with reasons from Cllr Crotty and Cllr Rustem.

**00500 TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

Cllr Peters declared a non-pecuniary interest in Primary Care Network.

**00501 CHAIRS ANNOUNCEMENTS**

There was none.

**00502 MINUTES**

To approve the minutes of the following Finance and Audit Committee meeting:

- a) Wednesday 11<sup>th</sup> February 2026.

It was **RESOLVED** to approve the minutes from Wednesday 11<sup>th</sup> February 2026.

**00503 GOVERNANCE AND ACCOUNTABILITY**

- a) To receive bank reconciliation as of 28<sup>th</sup> February 2026.

It was **RESOLVED** to approve the bank reconciliation as of 28<sup>th</sup> February 2026.

- b) To consider budget position as of 28<sup>th</sup> February 2026.

It was **RESOLVED** to approve the budget position as of 28<sup>th</sup> February 2026.

- c) To receive payment listing as of February 2026 - £61, 963.22.

It was **RESOLVED** to approve the payment listing as of February 2026 - £61,963.22.

- d) To receive the balance sheet, including ear-marked reserves as of 28<sup>th</sup> February 2026.

It was **RESOLVED** to approve the balance sheet, including ear-marked reserves as of 28<sup>th</sup> February 2026.

- e) To approve Standing Orders, Financial Regulations and Terms of Reference as reviewed by the Working Group – Cllr Blagrove, Cllr Crotty

and Cllr Huseyin and recommend to Full Council Annual General Meeting.

Cllr Huseyin suggested the Working group meeting be re-scheduled, or the Responsible Financial Officer to send out the documents to all the Committee members and inform her of any changes to be made by the Full Council meeting in May.

Cllr Blagrove proposed that the Committee go with the second option and have all documents sent out to the Committee members to then provide feedback to the Responsible Financial Officer.

Cllr Wilson proposed that this should be an annual review some time in February.

The Responsible Financial Officer suggested including a review of Standing Orders, Financial Regulations and Terms of Reference as an agenda item in the February Finance and Audit Committee meetings.

It was **RESOLVED** for the Responsible Financial Officer to send out the documents to all the Councillors of this Committee to provide feedback on the current documents.

- f) To review and approve the Data audit for assertion 10 Compliancy.

Cllr Wilson mentioned our content on social media and questioned if a resident or a Councillor were to comment on a post, how this would be audited.

This discussion was deferred till the Next Finance and Audit Committee meeting.

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

A discussion ensued.

It was **RESOLVED** to defer this until next month.

h) To review and approve the following policies:

I. Investment Policy

Cllr Huseyin updated number 8 to be £600,000.

It was **RESOLVED** to adopt this policy with amendment on 8 to £600,000.

II. Reserve Policy

It was **RESOLVED** to approve the Reserve Policy.

#### **00504 GRANTS AND DONATIONS**

a) To consider grants as per Appendix J.

I. Bexhill Primary Care Network: £5,000

It was **RESOLVED** to give Bexhill Primary Care Network £1,000.

II. Bexhill Community Bus: £1,000.

It was **RESOLVED** to give Bexhill Community Bus £1,000.

III. Bexhill Cricket Club: £10,000

It was **RESOLVED** to give Bexhill Cricket Club £1,000.

IV. Bexhill Down Ladies Group: £500

It was **RESOLVED** to give Bexhill Down Ladies Group £250.

V. Heart of Sidley Summer Festival: £12,200

It was **RESOLVED** to give Sidley Summer Festival £1,000.

VI. Heart of Sidley New Hub Launch Event: £10,000

It was **RESOLVED** to give Heart of Sidley New Hub Launch Event £1,000.

#### **00505 RECCOMENDATIONS FROM COMMITTEES**

There was none.

#### **00506 MOTIONS FROM COUNCILLORS**

a) Cllr El

Cllr El proposed motion to amend the new Grants and Donations Policy; as shown in Appendix K, to include if applications do not coincide with the policy requirements then the application will not make it to the Committee meeting.

It was **RESOLVED** to amend the new Grants and Donations Policy to include if applications do not coincide with the policy requirements that the application will not make it to the Committee meeting.

#### **00507 CORRESPONDENCE AND MATTERS FOR INFORMATION**

There was none.

#### **00508 RISK REGISTER**

a) To consider any new risks for future mitigation.

To note the RFO requested all members of the Committee send wording for what they would like added to the Risk register.

#### **00509 OVERVIEW OF ANNUAL INTERNAL CONTROL TASKS OF THE COUNCIL**

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

#### **00510 DATE OF NEXT MEETING – WEDNESDAY 8<sup>th</sup> APRIL 2026**

*All motions for the next meeting of the Finance and Audit Committee on 8<sup>th</sup> April 2026 must be received by the 28<sup>th</sup> March 2026.*

*The meeting was closed at 19:48pm.*

*Date.....*

Initial.....

*Signed*.....

Initial.....