



Sedlescombe Parish Council

Minutes of the **Meeting of the Finance Executive Committee**

held on Tuesday 18th November 2025 at 18:30 in Committee Room 2 of Sedlescombe Village Hall

Present:

Cllrs. Jonathan Vine-Hall (JVH), Greta Anderson (GA), Keith Saunders (KS) (Chair).
Mrs Jackie Scarff (Clerk/RFO)

Public participation session re matters on the Agenda at the Chairman's discretion.

There were no members of the public.

End of public participation.

Item	Item (F25.)	
40	<ul style="list-style-type: none">i. To receive apologies & reasons for absence (LGA 1972 s85 (1)) Apologies received from Cllr Coupar for personal reasonsii. To consider accepting apologies & reasons for absence Resolved: The cllrs agreed to accept the apologies.	
41	<p>Interests in accordance with the Localism Act 2011 and the Council's Code of Conduct To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result.</p> <p>Pecuniary Interests Other Interests (Non-Pecuniary)</p> <p>There were no interests to declare. To grant any requests for dispensation as appropriate. There were no requirements to grant any dispensations. Reminder any changes to register of interests should be notified to the clerk.</p>	
42	<p>To consider the minutes of the meeting on 16th September 2025 for approval and signing as a true record. Resolved that the chair is authorised to sign the minutes held on 16th September 2025 as a correct record. Finance Committee Minutes 16 September 2025</p>	
43	<p>If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed: 'That under the Public Bodies (Admission to Meetings) Act 1960 S1(2), the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'</p> <p>There was no requirement to pass this resolution.</p>	
44	<p>Monthly Finance and Audit Reports</p> <ul style="list-style-type: none">i To receive the monthly statement of accounts to 31st October 2025. This was circulated ahead of the meeting and the total reserves of £194,090.75 were noted.ii To receive the bank reconciliations to 31st October 2025.<ul style="list-style-type: none">a. CCLAb. Lloyds Bankc. Unity Trust Bankd. West Brom <p>The reports were circulated in advance. The clerk reported that the account with West Brom is closed and the account with Lloyds should be closed by the next meeting.</p> <p>Resolved: the reconciliations were noted.</p>	

<p>iii</p>	<p>To consider for approval invoices received to be paid in November.</p> <p>The clerk explained that there was a water bill due that she would add to the payments as soon as received as it would fall due before the next meeting.</p> <p>Resolved: The payments were approved as presented and the clerk was authorised to add the water payment. Mulberry & Co £252.00 Inv 1706 Mid year audit Clerk £79.30 Salary rec & Expenses</p> <p>iv To note the receipt of the Internal Auditors report, agree any actions required and recommend it to full council.</p> <p>The report from the internal auditor and it was noted that there were no actions required. Resolved: cllrs agreed to recommend it to full council.</p> <p>v To discuss the second draft of the budget for next year and agree any actions required</p> <p>The clerk highlighted that there is currently no budget for writing the tender for the traffic calming project but there is some money in EMR that could be used. The draft budget can be found on the parish council website Resolved: The finance committee recommend the budget and precept to the Full Council for discussion.</p> <p>vi To note the inclusion of a draft forward budget and agree more detailed discussion at the next meeting.</p> <p>The report was noted and it was agreed that it would be discussed at the next meeting.</p>	
<p>45.</p>	<p>To consider the adoption of the updated risk management policy and councils risk assessment.</p> <p>The risk management policy and risk assessment were reviewed. It was agreed that there would be a further review in March to extend the process to March 2027. Resolved: The risk assessment and policy were adopted and would be reviewed in April 2026.</p>	
<p>46.</p>	<p>To consider the annual report on the Councils assets and agree any actions required.</p> <p>The clerk presented the report (attached to the minutes) with the actions agreed.</p> <p>Resolved: The spreadsheet to be updated with actions agreed and the Handy man jobs to be highlighted. The cllrs agreed to accept the quote received for the benches in the pump. Clerk to progress.</p>	
<p>47.</p>	<p>Reports & Questions.</p> <p>To receive reports and questions from Members in brief, including items for next agenda. No further questions.</p>	