

Committee: **Finance Committee**
Date: **08.06.2023**
Time: **19:00**
Location: **Council Chamber, Lewes Town Hall**
Present: **Councillors Tigg, Campbell, Morgan, Gardiner and Herbert**
Officer Present: **Francesca Pridding (Interim Town Clerk)**

MINUTES

1 ELECTION OF THE CHAIR

To elect a Chair to the Finance Committee for 2023/24

Councillor Morgan proposed Councillor Tigg be elected Chair of Lewes Town Council Finance Committee 2023 – 2024, with Councillor Campbell seconding the proposal

RESOLVED: That Councillor Tigg be elected Chair of Lewes Town Council Planning Committee for 2023 – 2024.

2 APOLOGIES FOR ABSENCE

To note any apologies for absence.

Apologies were received from Councillor Norris and Vernon

3 DECLARATIONS OF INTEREST

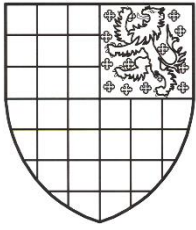
To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Lewes Town Council's Code of Conduct issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

None

4 ELECTION OF THE VICE-CHAIR

To elect a Vice-Chair to the Finance Committee for 2023/24

Councillor Tigg proposed Councillor Norris be elected Vice-Chair of Lewes Town Council Planning Committee 2023 – 2024, with Councillor Morgan seconding the proposal



RESOLVED: That Councillor Norris be elected Vice-Chair of Lewes Town Council Planning Committee for 2023 – 2024.

5 INTERNAL AUDIT REPORT

To receive and approve the internal audit report for 2022-23

RESOLVED: To receive and approve with Councillor Tigg proposing and Councillor Gardiner seconding the proposal

6 FINANCIAL REPORTS

To receive the Financial Reports for April and May 2022

- Income and expenditure against budget
- Payments and receipts for April and May
- Bank reconciliations for April and May

RESOLVED: To receive the reports with Councillor Herbert proposing and Councillor Tigg seconding the proposal

7 GRANT PROCESS

To approve a grant making process for the year 2023-24

RESOLVED: To approve the process outlined by the Town Clerk and approve the Small Grants Policy for 2023-24 with an amendment at 3.3 to require a 'short summary' detailing how the funds have been spent and grant windows to be set for an end of July and end of January deadline for receipt with Councillor Campbell proposing and Councillor Morgan seconding the proposal

The Meeting was declared closed at 20:40