

## HAYWARDS HEATH TOWN COUNCIL

Minutes: **Policy and Finance Committee** held on Monday 17<sup>th</sup> June 2019

### Present Cllrs:

**J Knight (Chairman)**  
**C Ash-Edwards (Vice Chairman)**  
**R Bates**  
**R Cromie**  
**C Evans**  
**C Laband**  
**R Nicholson**  
**M Pulfer**

Apologies \*\* Absent \*

Also present: Cllr C Pitt, Cllr S Wickremaratchi, Andrew Sturgeon (RFO).

1. **Apologies**  
None
2. **Minutes**  
The minutes of the Policy and Finance Committee held on 11<sup>th</sup> March 2019 were taken as read, confirmed as a true record and duly signed by the Chairman.
3. **Substitutes**  
None
4. **Declarations of Interest**  
None.
5. **Payments and receipts and income and expenditure reports for the period 1<sup>st</sup> February 2019 – 31<sup>st</sup> March 2019.**  
Members had before them the list of payments and receipts and income and expenditure reports for the period **1<sup>st</sup> February 2019 – 31<sup>st</sup> March 2019**. The Responsible Finance Officer (RFO) welcomed questions with the following being asked by Members;
  - It was noted that the past Mayor Cllr Knight had made an excellent contribution of £14,000 to the Dame Vera Lynn Children's Charity through his charitable events.
  - It was asked whether there was any conflict of interest with the sponsorship of £3,000 for the Mayor's Casino evening by Fairfax Property Acquisitions. It was explained that officers successfully seek third party funding from numerous sources and the funding was to support the charitable cause of the Mayor who raised more than the original sponsorship paid.Members then **RESOLVED** to;

**Recommend to Full Council the list of payments and receipts, and income and expenditure for the period 1<sup>st</sup> February 2019 – 31<sup>st</sup> March 2019.**
6. **Income and Expenditure Accounts and Balance Sheet – Year Ended 31<sup>st</sup> March 2019.**

Members noted the Income and Expenditure Accounts and Balance Sheet – Year Ended 31<sup>st</sup> March 2019 and with no comment.

Members **RESOLVED** to adopt the **Income and Expenditure Accounts and Balance Sheet for the year ended 31<sup>st</sup> March 2019.**

7. **Annual Return for the Year Ended 31<sup>st</sup> March 2019 – Internal Audit Report**  
Members noted and welcomed the clean bill of health recorded by the Internal Auditor.

Members **RESOLVED** to agree to and note the contents of the **Internal Auditor's report.**

8. **Annual Return for the Year Ended 31<sup>st</sup> March 2019 – Section 1 Annual Governance Statement**  
Without comment;

Members **RESOLVED** to adopt the **Annual Governance Statement for the year ended 31<sup>st</sup> March 2019** and authorised the **Chairman of the Committee to sign.**

9. **Annual Return for the Year Ended 31<sup>st</sup> March 2019 – Section 2 Accounting Statements**  
Without comment;

Members **RESOLVED** to adopt the **Accounting Statements for the year ended 31<sup>st</sup> March 2019** and authorised the **Chairman of the Committee to sign.**

10. **Grants**

Members considered six grant applications, five of which were approved and one deferred. The Town Clerk reminded Members of the available amount of monies for awards during the Council year, which totalled £8,500. The Vice Chairman, in support, reminded Members that there were six meetings during the Council year against a small budget, so Members needed to consider the applications wisely, otherwise funds may not be available later in the year for worthy projects. Members then considered the six applications in turn. An award of £250 to Haywards Heath Youth CIC was made without question, to recognise the work they do in the, Town, after youth service cuts. In considering the further five applications Members noted that there were a number of applications from organisation from outside of the Town who offer a percentage of their services to Haywards Heath residents. On this basis awards were made to Cuckfield Stroke Club (£125) at 50% requested, The Friends of Woodlands Mead (£330) at 34% requested and Burgess Hill Musical Theatre Company at 25% requested with a condition that full funding could be demonstrated as it was a one-off capital purchase. Members were minded to award fully to Mid Sussex Community Support Association (£250) as 90% benefitted from Haywards Heath. With regards to the application for Actors of the Dionysus, Members were not comfortable with the application and agreed to defer the application pending the Town Clerk finding further information on the organisation due the low percentage of residents who use the services, and no information of how many would benefit from the proposed workshops.

Members **RESOLVED** to;

- a) Award a grant of £250 to Haywards Heath Youth CIC towards running costs.
- b) Award a grant of £250 to Mid Sussex Community Support Association towards a drop-in club for people with mental health issues.
- c) To defer the application for £250 requested by the Actors of the Dionysus pending further investigation by the Town Clerk.
- d) Award a grant of £125 to the Cuckfield Stroke Club towards supporting people who are recovering from strokes.
- e) Award a grant of £125 to Burgess Hill Musical Theatre Company towards the purchase of a screen backdrop on condition that full funding could be demonstrated.
- f) Award a grant of £330 to The Friends of Woodlands Mead Trust to support complex care needs of the children it supports.

**11) Town Council – General Data Protection Policy Review**

Members noted the policy as presented acknowledging the complexities of General Data Protection legislation and the fact that the Town Council's data protection officers GDPR-Info had prepared the policy and then;

Members **RESOLVED** to;

**Note and adopt, without amendment, the Town Council's General Data Protection policy.**

**12) Urgent Business**

None.