TownClerk@Eastleigh-TC.gov.uk

MINUTES OF THE POLICY & FINANCE COMMITTEE MEETING OF EASTLEIGH TOWN COUNCIL HELD ON WEDNESDAY 23 APRIL 2025 AT 7 PM AT THE CABLEWORKS BUILDING, TINNING WAY, EASTLEIGH

Those Present: Cllr Alex Clifton (Chair), Cllr Eileen Marks (Vice Chair), Cllr P Bicknell, Cllr Tanya Park and Cllr Gaz Richardson.

In Attendance: R Davies - Town Clerk
N Barfield – Deputy Town Clerk

55 / 24 APOLOGIES FOR ABSENCE

RESOLVED: That the Committee **approves** the apologies for absence from Cllr Margaret Ashton, Cllr J Constable and Cllr P Barrett.

56 / 24 REGISTER OF INTERESTS AND DISPENSATIONS

Cllr G Richardson declared an interest in item 59/24/1 as he is part of the North Stoneham scheme.

57 / 24 MINUTES OF THE LAST MEETING

RESOLVED: That the Committee **approved** the Minutes of the meeting held on the 13 February 2025 as an accurate record of the meeting with the following amendments:

48/24 40/24 The committee received the gap analysis for the council against the criteria ***for the Local Council Award Scheme*** as set out and a timetable to achieve these with a target date of December 2025 application for Bronze with a target date of December 2025

49 / 24 GRANTS

RESOLVED: That the Committee **approved** amendments to the grant criteria to update the total fund ***to the £10,000 budget set for 2025 26*** and the date approved.

Answers were provided for questions received via email on the VAT consultancy and the Allotment invoices confirming these were still in process and would be completed after year end.

58 / 24 PUBLIC PARTICIPATION

One member of the public was in attendance but chose not to speak on any item.

59 / 24 GRANTS

59 / 24 / 1 **RESOLVED:** That the committee **agreed in principle** to **approve** a grant facility of £900 to cover the cost of the leaflets and will liaise with the Neighbourhood Watch team to determine the exact amount required. Eastleigh Town Council has also offered the use of its community hall at The Cable Works for the initial meetings within this area.

AC

59 / 24 / 2 **RESOLVED:** That the committee **approved** a grant of £500.00 to MHA in support of their Singing for Wellbeing group.

60 / 24 COUNCIL POLICIES

RESOLVED: That councillors **received** the policies and procedures review timetable and **approved** that the working group will review the following policies: Code of Conduct, Standing Orders, Financial Regulations, Accessibility Statement, Co-option, Equality and Diversity, and Internet Banking. Policies that fall under the Personnel Committee will be referred to them. The remaining policies will be reviewed and approved throughout the year to ensure all are in place by December 2025.

ACTION: The Deputy Clerk will send Teams invites to the Policy Working Group to discuss the agreed policies and will create a timetable for reviewing the remaining policies. Any policies that fall under the Personnel Committee will be referred to them.

61 / 24 RFO FINANCE REPORTS TO 31 MARCH 2025

61 / 24 / 1 **RESOLVED:** That the committee **approved** the detailed list of payments and receipts by cost centre to 31 March 2025

61 / 24 / 2 The committee **received** the Summary and Net Position reports to 31 March 2025; there were no questions

61 / 24 / 3 The committee **received** the RFO report on adverse and beneficial year end cost centre positions, there were no questions

61 / 24 / 4 **RESOLVED:** That the committee **approved** the proposed end-of-year movements to EMRs, with the amendment to set the general reserve at 3 months' income, rather than 2.79 months as detailed in the paper

61 / 24 / 5 **RESOLVED:** That the committee **approved** the general reserve to be carried forward to 25 26

62 / 24 AUDITORS

62 / 24 / 1 **RESOLVED:** That the committee **received** and **approved** the updated actions from the Internal Auditor.

ACTION: The Clerk to investigate and present a third investment strategy option for the council to consider.

ACTION: The Clerk to investigate alternative internal audit providers for the council and present options for consideration during the council year 2025 26.

62 / 24 / 2 The committee **noted** the additional audit requirements for the External Audit 2024 25 from BDO

63 / 24 THE DATE OF NEXT MEETING

The committee confirmed the date of the next meeting as the 28 May 2025
The meeting closed at 8:03pm

Signed as a true record of the meeting:

Chair A.G.

Date 26/5/25