



UCKFIELD TOWN COUNCIL

Council Offices, Uckfield Civic Centre
Uckfield, East Sussex, TN22 1AE
Tel: (01825) 762774 Fax: (01825) 765757
e-mail: townclerk@uckfieldtc.gov.uk
www.uckfieldtc.gov.uk
Town Clerk – Holly Goring

A meeting of the **FINANCE SUB-COMMITTEE** to be held on
Wednesday 20 April 2022 at 6.30pm
Council Chamber, Civic Centre

AGENDA

1.0 DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this agenda.

Notice should be given at this part of the meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent. A record of such interests and any dispensations given in advance will be available at the meeting.

2.0 APOLOGIES FOR ABSENCE

3.0 MINUTES

3.1 Minutes of the meeting of the Finance Sub-Committee held on the 23 February 2022.

4.0 TO REVIEW THE TOWN COUNCIL'S PROVISIONAL FINANCIAL POSITION AT THE END OF THE FINANCIAL YEAR (2021/22)

- Income and expenditure spreadsheets
- Earmarked reserves
- Public Works Loan Board

5.0 TO REVIEW UCKFIELD TOWN COUNCIL'S FINANCIAL REGULATIONS

6.0 TO CONSIDER USE FOR REMAINING COMMUNITY GRANT FUNDING

7.0 MATTERS DEEMED URGENT BY THE CHAIR

Town Clerk
12 April 2022

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **Finance Sub-Committee**,
on Wednesday 23 February 2022 at 6.30 pm
in the Council Chamber, Civic Centre, Uckfield.

PRESENT: Cllr. B. Cox (Chair) Cllr. P. Sparks
Cllr. J. Edwards Cllr. D. Ward
Cllr. C. Macve (Vice-Chair)

IN ATTENDANCE:

12 members of the public
1 member of press

Sarah D'Alessio – Assistant Town Clerk & Responsible Financial Officer
Holly Goring – Town Clerk

Minutes taken by Sarah D'Alessio

The Chairman welcomed all those present and set out the order of the meeting. Applicants would be invited to speak and were advised that they could speak for up to two minutes and questions may be asked by members to clarify details of their application.

1.0 DECLARATIONS OF INTERESTS

Members and officers were reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this agenda

The Town Clerk read out the various declarations of interest submitted by members of the Finance Sub-Committee, and advised where they could speak but not vote, or not participate at all. This part of the meeting also set out the dispensations that had been given in respect of certain applications, where members may have had a personal interest through knowing another council member involved in an organisation. Dispensations would allow the members to participate fully in both the discussion and vote, and for the meeting to be able to continue.

2.0 APOLOGIES FOR ABSENCE

None received.

3.0.

MINUTES

Minutes of the meeting of the Finance Sub-Committee held on the 25 January 2022.

FS.14.02.22

It was **RESOLVED** that the minutes of the Finance Sub-Committee of the 25 January 2022 be taken as read, confirmed as a correct record and signed by the Chairman.

4.0

TO RECEIVE INFORMATION FROM APPLICANTS FOR THE COMMUNITY GRANTS PROGRAMME 2022/23

FS.15.02.22

Members of Finance Sub-Committee **RESOLVED** to suspend Standing Orders to allow grant applicants to speak.

The various representatives attending the meeting were then asked to provide a summary of their application and any additional information which may support their application.

Committee members asked a number of questions to which the representatives responded.

Following the presentations from those attending and questions from Committee members, the Chairman reminded the representatives of the subsequent format of the meeting, and advised that they could leave if they wished to once they had spoken.

FS.16.02.22

The meeting then resumed and it was **RESOLVED** to reinstate Standing Orders.

The Chairman advised that the meeting would now move into confidential business to able members of Finance Sub-Committee to discuss the applications in detail and recommend the allocation of grant funding. These recommendations would be presented to General Purposes Committee on 14 March 2022 for review and ratification.

5.0

CONFIDENTIAL BUSINESS

FS.17.02.22

It was **RESOLVED** that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, because of the confidential nature of the business to be transacted it was advisable in the public interest that the public be temporarily excluded and they were instructed to withdraw.

5.1

To consider the allocation of grants

Committee members worked through and considered each individual grant application on its own merits to consider whether funding should be provided, and if provided, how much. The figures and recommendations of the Finance Sub-Committee would be

reviewed and ratified by General Purposes Committee at their next meeting on 14 March 2022.

FS.18.02.22

Members of the Finance Sub-Committee worked through the allocation of grant funding and **RESOLVED** to recommend to the General Purposes Committee that the following grants be awarded.

Community Grant Funding under the General Power of Competence	
Uckfield Theatre Guild	£600.00
The Royal British Legion – Uckfield Branch	£200.00
Uckfield Bonfire & Carnival Society	£1,278.75
St Wilfrid’s Hospice (Eastbourne)	£1,100.00
St Peter & St. James Hospice	£1,000.00
HM70 – Her Majesty 70 th Celebrations	£1,150.00
Manor Park & Hempstead Fields Residents’ Association	£299.00
Ridgewood Village Hall Management Committee	TBC at GP Committee
Uckfield Community Fridge CIC	£1,200.00
Sunflowers Mental Health & Wellbeing	TBC at GP Committee
Ashdown Radio Ltd (Uckfield FM)	£2,500.00
Uckfield Festival Association	£3,500.00
<u>TOTAL</u>	TBC

Representatives from both Ridgewood Village Hall Management Committee and Sunflowers Mental Health & Wellbeing were absent from the meeting. No contact had been received regarding attendance from Sunflowers Mental Health & Wellbeing but we have since heard from RVH Management Committee of the reasons for their unexpected absence. Some of the paperwork from Sunflowers Mental Health & Wellbeing was only provided by email on the day of the meeting, despite being chased in the period between the application deadline and date of the meeting. It was therefore thought helpful if the full committee of General Purposes consider the allocation of grant funding for these two applicants.

Funding provided to the Wealden Citizens Advice and Uckfield Volunteer Centre is now provided in association with a service level agreement. The amounts were agreed through the Town Council’s budget setting process and approved on 17 January 2022 at Full Council:

Wealden Citizens Advice: £19,000 for 2022-23 (Section 142 funding)
 Uckfield Volunteer Centre £8,000 for 2022-23 (SLA)

The meeting closed at 8.25pm.

PROV Environment Leisure Committee at 31 March 2022

	Apr 21 Actuals £	May 21 Actuals £	Jun 21 Actuals £	Jul 21 Actuals £	Aug 21 Actuals £	Sep 21 Actuals £	Oct 21 Actuals £	Nov 21 Actuals £	Dec 21 Actuals £	Jan 22 Actuals £	Feb 22 Actuals £	Mar 22 Actuals £	Total	2021/22 Budgets
Sales														
Contribution to Town Centre Security	0	0	0	575	0	0	0	0	0	45	0	0	620	650
Weald Hall Events	516	194	267	375	260	987	21	2,633	1,015	78	329	681	7,353	17,500
Allotments	37	0	0	85	0	0	0	0	0	4,956	1,793	106	6,977	6,000
Allotment Deposits	104	0	0	56	0	(100)	(52)	0	(102)	366	211	210	693	800
Playing Fields & Pitches, Sport Income	232	32	(95)	97	500	136	73	0	10,668	(874)	375	0	11,144	10,500
Playing Fields & Pitches, Event Income	24	103	258	3,963	91	291	(8)	0	0	0	0	0	4,721	3,000
WDC- WPark Culverts Agreement	0	0	0	0	0	0	0	0	0	0	370	0	370	360
Cemetery - Interments	7,063	6,029	4,473	3,597	6,371	2,785	1,726	3,960	1,934	532	0	2,345	40,814	29,000
Cemetery - Memorials	471	691	214	746	471	214	168	979	43	0	416	1,188	5,602	6,000
Cemetery - Sundry income	0	0	0	0	131	0	0	0	43	0	0	0	174	300
Cemetery Maintenance Charge	490	588	392	392	686	294	392	392	196	98	0	294	4,214	3,000
Env Sundry Income	46	0	0	9	0	0	0	0	0	0	0	0	55	200
Litter/bus station	331	0	0	0	331	0	0	331	0	0	331	0	1,325	1,325
Roundabout income	0	0	0	0	0	0	0	0	864	0	0	0	864	850
Total Sales	9,313	7,636	5,510	9,894	8,841	4,607	2,319	8,295	14,662	5,201	3,825	4,825	84,926	79,485
Purchases														
Clothing - Corp & Prot - Indoor staff	0	273	0	0	0	240	0	0	70	40	0	4	627	650
Street lights, New	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Street lights, supply & maintenance	16,291	0	0	0	0	0	0	0	50	0	0	0	16,341	10,000
Street light repairs	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500
Bus shelters	0	0	0	0	0	0	0	0	0	0	0	0	0	100
Allotments	461	0	0	67	0	0	74	206	765	2,979	28	225	4,806	2,030
Playing fields and pitches	1,374	766	20,187	575	244	(337)	24	497	493	40	275	433	24,569	21,000
Play Areas	0	200	0	0	0	275	685	275	11,975	989	9	27	14,436	3,000
Cemetery, grave digging	0	2,560	0	640	1,490	0	0	1,600	320	320	0	0	6,930	5,200
Cemetery, rates & water	168	167	167	167	167	197	167	167	167	167	0	0	1,700	1,800
Cemetery, litter	143	122	194	143	224	173	284	234	173	216	240	301	2,447	1,600
Cemetery, maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	400
General equipment repairs	0	137	145	0	0	213	0	402	0	0	875	0	1,772	2,000
New Equipment	379	46	0	0	131	786	632	169	0	10,170	6,200	148	18,661	2,500
Ground Maintenance Contract	0	0	0	0	0	16,023	0	0	0	0	0	0	16,023	16,500
Ground Maintenance General	103	93	213	136	118	717	147	83	0	39	104	0	1,753	1,800
Hire of Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	100
LNRS & Sites of Interest (Ranger)	1,881	1,900	1,881	1,881	1,881	1,881	1,881	1,881	1,881	1,881	1,881	2,297	23,003	26,660
LNRS & Sites of Interest (Working budget)	123	339	85	187	112	1,267	127	66	935	0	81	33	3,354	2,500
Transit	81	849	54	514	0	79	82	0	85	46	25	0	1,816	2,000
Ford Ranger	196	44	95	84	515	110	100	45	67	47	58	0	1,361	1,500
Tractor maintenance & running costs	47	24	0	52	18	55	450	17	0	63	256	0	982	1,500
Movana Vehicle	90	87	583	83	133	136	547	141	229	96	0	0	2,125	2,000
Fencing	178	0	0	0	452	75	0	0	0	0	593	0	1,298	750
Trees	922	314	1,598	728	3	550	36	975	175	3,741	2,767	0	11,809	4,000
Graffiti removal	0	0	0	0	0	0	0	0	0	0	0	0	0	50
Litter bins	0	0	0	0	0	0	73	0	56	842	341	0	1,312	3,000
Litter collection, open spaces	683	561	607	665	699	689	630	703	918	771	765	405	8,095	3,700
Horticulture	0	0	0	0	0	0	0	0	0	0	0	0	0	300
Roundabout expenditure	0	0	0	0	0	0	0	0	0	0	0	0	0	100
Weald Hall Events	0	250	75	0	70	750	1,500	75	1,650	0	3,150	75	7,595	13,500
Corp dev- signage outside areas	0	212	0	0	0	0	1,600	0	0	0	0	0	1,812	250
Groundsmen - salaries	5,813	7,370	7,360	7,360	7,360	7,360	7,360	8,060	7,619	7,128	5,475	6,497	84,763	80,163
Groundsmen - National insurance	497	611	609	609	609	609	609	705	680	580	450	592	7,159	6,239
Groundsmen - Pension	1,853	1,377	1,371	1,208	1,208	1,425	1,117	2,063	1,488	1,499	1,537	1,834	17,980	17,241
Town Security/CCTV	1,143	44	38	40	43	40	40	41	40	45	38	38	1,590	3,000
Floral displays	0	0	1,710	469	469	469	0	0	0	0	0	0	3,115	3,500
Repair and replace street furniture	0	0	0	1,250	0	0	0	0	0	500	0	950	2,700	1,500
Cleaning materials	15	0	0	0	0	0	0	9	0	0	0	0	24	150
Performing rights	0	0	0	136	0	0	0	0	89	0	403	0	628	500
Event Advertising Marketing	50	160	0	0	80	160	0	479	120	80	80	680	1,889	4,000
HMLNR & WPLNR	0	0	0	0	500	0	0	0	0	0	0	0	500	500
Total Purchases	32,489	18,506	36,971	16,992	16,526	33,939	18,165	18,892	30,044	32,280	25,632	14,538	294,974	249,783

PROV Environment Leisure Committee at 31 March 2022

	Apr 21 Actuals £	May 21 Actuals £	Jun 21 Actuals £	Jul 21 Actuals £	Aug 21 Actuals £	Sep 21 Actuals £	Oct 21 Actuals £	Nov 21 Actuals £	Dec 21 Actuals £	Jan 22 Actuals £	Feb 22 Actuals £	Mar 22 Actuals £	Total	2021/22 Budgets
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In summary:													Total	Budget
Revenue Expenditure													249,677	249,783
New initiatives expenditure 2021-22													26,814	46,880
Earmarked reserves expenditure													50,804	20,500
General reserves use during 2021-22													9,000	0
General reserves used towards grass cutting equipment whilst awaiting new initiative budget in 2022-23														

New initiatives expenditure 2021/22														
New signage for play areas/recs	0	0	0	0	0	0	1,600	0	0	0	0	0	1,600.00	1,600
Ridgewood Play Area Patch surfacing	0	0	0	0	0	0	0	0	11,975	0	0	0	11,975.00	13,500
Green Projects	0	0	0	0	0	0	0	0	0	0	0	0	0.00	18,000
West Park LNR Boardwalk	0	0	0	0	0	5,000	0	0	0	0	0	0	5,000.00	5,000
Animal friendly bins	0	0	0	0	0	0	0	0	0	842	0	0	842.00	1,000
ESCC Grass Verge cutting	4,271	0	0	0	0	0	0	0	0	0	0	0	4,271.00	4,280
Covid contingency funding including spraying	525	525	525	0	0	275	0	275	0	0	0	0	2,125.00	2,500
Tree for tree planting programme	0	0	21	0	(500)	0	0	1,000	186	0	164	129	1,000.88	1,000
Total	4,796	525	546	0	(500)	5,275	1,600	1,275	12,161	842	164	129	26,813.88	46,880

(plus £5k ER available)
£21,470 ER available)

Earmarked reserves expenditure 2021/22														
Allotment fencing	0	0	0	0	0	0	0	0	0	2,979	0	0	2,979.00	
Community Infrastructure Levy (streetlighting)	6,291	0	0	0	0	0	0	0	50	0	0	0	6,341.00	
Covid Memorial Bench and London Road Bench	0	0	1,250	0	0	0	0	0	0	0	950	0	2,200.00	
HMLNR Donation	0	0	0	0	0	0	0	0	935	0	0	0	935.00	
Nature Reserves (WP LNR Boardwalk & Geoff bench)	0	0	0	0	0	21,470	0	0	394	0	0	0	21,864.00	
New equipment/cricket mower	0	0	0	0	0	0	0	0	5,649	6,200	0	0	11,849.00	
Ridgewood Car Park Resurface	0	0	0	0	0	0	0	0	0	655	0	0	655.00	
Speed Reduction equipment	0	500	0	0	0	0	0	0	0	0	0	0	500.36	
Tree Planting	0	0	0	0	0	0	0	439	0	41	0	0	480.74	
Weald on the Field	0	0	0	0	3,000	0	0	0	0	0	0	0	3,000.00	
Total	6,291	500	1,250	0	3,000	21,470	0	439	7,028	9,875	950	0	50,804.10	

Litter Bins/Policy (transfer of £2.5k to Tree Works ER)	0	0	0	0	0	0	2,500	0	0	0	0	0	2,500.00	Not spent but reallocated
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Project - Weald on the Field

Weald on the Field Sponsorship and 50% pitch fee income	0	0	0	0	3,090	0	0	0	0	0	0	0	3,090	6,090
Weald on the Field Use of Earmarked reserves	3,000	0	0	0	0	0	0	0	0	0	0	0	3,000	
Weald on the Field Expenditure	0	0	42	2,658	4,627	1,021	175	0	0	0	0	0	8,522	N/A

Project - West Park Memorial for Ranger

Memorial West Park Income	1,870	53	0	0	0	0	0	0	0	0	0	0	1,923	2,317
Memorial West Park Use of Earmarked reserves	0	0	0	0	0	0	0	0	394	0	0	0	394	
Memorial West Park Expenditure	0	1,325	0	0	0	0	0	0	1,325	0	0	0	2,650	N/A

Project - In-house grass cutting preparations

Sale of Old Chipper Income	0	0	0	0	0	0	0	6,000	0	0	0	0	6,000	
Use of Earmarked reserves expenditure	0	0	0	0	0	0	0	0	5,849	6,200	0	0	12,049	16,300
General reserves expenditure until 2022/23 New Initia	0	0	0	0	0	0	0	0	4,251	0	0	0	4,251	

GP Committee as at 31 March 2022 (provisional)

	Apr 21 Actuals £	May 21 Actuals £	Jun 21 Actuals £	Jul 21 Actuals £	Aug 21 Actuals £	Sep 21 Actuals £	Oct 21 Actuals £	Nov 21 Actuals £	Dec 21 Actuals £	Jan 22 Actuals £	Feb 22 Actuals £	Mar 22 Actuals £	Total	2021/22 Budgets
Sales														
Administration	0	0	0	0	0	0	0	0	0	9	0	0	9	0
Newsletter income	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Festive Light Income	0	0	0	0	0	0	0	0	0	2,000	0	0	2,000	2,000
Bank Interest - Business Reserve	6	9	9	7	7	7	9	10	9	8	7	7	95	120
Interest Misc. (Fixed Rate Bond)	0	0	0	0	0	0	0	0	0	0	0	0	0	900
Civic Centre	6,768	2,722	7,132	6,245	6,991	6,471	5,872	8,362	5,324	6,722	3,908	9,371	75,888	82,202
Feed-in Tariff Payments	0	0	0	0	0	0	0	0	2	0	10,704	0	10,706	5,000
Quickborn Suite rent	708	708	708	708	708	708	708	708	708	708	708	708	8,498	8,500
West Park Pavilion	0	0	0	0	0	0	0	0	0	0	0	0	0	150
Victoria Pavilion	875	875	875	875	1,305	875	875	875	1,489	875	875	1,600	12,268	12,635
RHI - C.Centre Boiler	3,654	0	0	1,908	0	0	0	0	0	2,801	0	0	8,363	10,000
Victoria Storage Garages	0	100	0	0	0	0	0	0	0	0	0	0	100	240
Cemetery Chapel workshop	0	1,375	0	0	1,375	0	0	1,375	0	0	1,375	0	5,500	5,500
Foresters Hall	514	1,063	1,819	1,743	1,460	1,988	1,789	1,325	1,613	1,397	1,119	1,766	17,596	17,650
Foresters Chapel	288	0	0	288	0	0	288	0	288	0	0	0	1,151	1,150
2a Vernon Road, rent	600	600	600	600	600	600	600	600	600	600	600	600	7,200	7,200
Signal Box	354	354	354	430	354	354	354	354	354	354	579	354	4,549	4,600
Osborn Hall	0	0	0	342	0	0	0	100	0	0	0	0	442	425
Ridgewood Village Hall	0	0	0	0	0	0	0	0	0	0	872	0	872	750
Bridge Cottage	0	0	0	2,322	0	0	0	0	0	1	0	0	2,323	5,200
The Hub and Source	0	600	0	600	0	0	0	0	681	0	0	1,305	3,186	3,750
Community Toilet Scheme	283	0	0	0	283	0	0	283	0	0	283	0	1,130	1,100
Training admin	0	0	0	0	0	0	0	0	0	0	0	0	0	100
Total Sales	14,050	8,406	11,497	16,068	13,083	11,003	10,495	13,991	10,780	15,764	21,029	15,711	161,878	169,172
Additional income streams to help cover costs														
Furlough scheme for caretaking and cleaning staff, and plus office staff	4,729	2,206	1,819	1,829	1,198	373	N/A	N/A	N/A	N/A	N/A	N/A	12,155	N/A
Purchases														
Administration	953	869	1,178	1,152	938	1,315	1,253	3,140	864	1,046	382	493	13,582	11,800
General Advertising	0	0	0	0	0	0	0	0	0	0	0	0	0	250
Recruitment Advertising	0	0	0	0	0	0	0	0	0	0	0	0	0	200
Data Protection	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Office Equipment/Computers	939	347	472	3,996	954	367	926	434	899	681	347	512	10,876	9,500
Hospitality	0	0	13	0	0	16	0	9	0	0	0	10	47	0
Dementia Forum	33	0	0	0	0	0	0	15	0	0	0	0	49	0
Health & Safety	36	0	0	0	0	25	184	0	0	0	489	1,235	1,969	2,000
Insurances	0	5,786	0	0	0	0	29,131	0	0	0	0	0	34,918	35,000
Public Works Loan Costs	0	0	0	30,076	0	0	0	0	0	30,076	0	0	60,152	61,600
Mayor's Allowance	0	0	443	0	0	443	0	0	443	0	0	443	1,773	1,773
Grants Section142	0	9,450	0	0	0	0	9,450	0	0	0	0	0	18,900	19,500
Grants - Power of Competence	0	22,067	0	0	0	0	7,183	0	0	0	0	0	29,250	27,500
Volunteer Bureau SLA	0	0	0	0	0	0	8,000	0	0	0	0	0	8,000	8,000
Clothing - Corp & Prot - Indoor staff	0	0	0	0	25	0	0	0	0	0	0	207	232	400
Internal Audit Fees	0	890	445	0	0	0	0	920	0	0	0	460	2,715	1,800
(External) Audit Fees	0	0	0	0	0	2,000	0	0	0	0	0	0	2,000	2,400
Accountant fees	0	0	0	0	4,500	0	0	0	0	0	0	0	4,500	4,600
Professional Fees	200	0	2,600	350	1,112	550	350	2,000	900	0	0	1,860	9,922	10,500
Festive Lights	0	0	0	0	0	0	0	0	0	10,310	0	0	10,310	12,000
Festive Light Electricity	0	0	0	0	0	0	0	0	0	0	0	0	0	300
Office Staff - Salaries	22,179	22,158	22,107	21,161	22,368	22,834	22,809	22,806	22,725	22,760	22,831	27,659	274,396	268,049
Members Allowances/Expenses	0	0	3,852	0	0	3,852	0	0	3,852	0	0	3,856	15,412	19,360
Newsletter	0	600	0	600	400	800	0	445	400	400	400	400	4,445	5,100
Bank Interest	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bank Charges	68	63	71	79	74	76	80	81	82	80	75	77	905	550
Civic Centre Running Costs	10,994	6,635	6,716	6,466	7,566	9,100	4,509	11,799	9,388	7,205	9,391	15,903	105,673	105,280
Caretakers - Salaries	10,234	8,050	8,213	9,667	8,140	9,123	9,332	8,261	8,269	9,614	7,963	11,048	107,914	107,775
West Park	407	538	170	116	0	438	152	494	856	0	321	255	3,745	5,160
Victoria Pavilion	966	889	2,821	1,255	704	1,973	2,298	1,233	2,656	1,545	281	5,232	21,850	17,722
Cemetery Buildings	174	172	172	172	172	172	172	172	172	172	0	0	1,722	2,700
Signal Box	0	0	0	0	0	75	0	3,030	0	254	105	0	3,465	1,500
The Hub	325	0	3,582	130	1,901	528	0	85	694	0	153	0	7,397	6,500
Foresters Hall	293	714	1,202	824	426	841	679	1,188	1,042	294	794	1,815	10,113	11,245
2a Vernon Road	0	0	0	0	0	0	0	0	0	0	0	75	75	200
Subscriptions	3,044	162	12	509	470	147	88	12	0	12	12	120	4,587	4,000

GP Committee as at 31 March 2022 (provisional)

	Apr 21 Actuals £	May 21 Actuals £	Jun 21 Actuals £	Jul 21 Actuals £	Aug 21 Actuals £	Sep 21 Actuals £	Oct 21 Actuals £	Nov 21 Actuals £	Dec 21 Actuals £	Jan 22 Actuals £	Feb 22 Actuals £	Mar 22 Actuals £	Total	2021/22 Budgets
Training	75	0	50	80	0	0	395	0	0	421	458	35	1,514	5,500
All Building Cleaning Materials	21	9	84	163	235	212	249	216	57	228	36	250	1,760	2,000
Total Purchases	50,940	79,398	54,204	76,794	49,986	54,886	97,240	56,340	53,298	85,097	44,038	71,945	774,166	771,764

In summary:													Total	Budget
Revenue Expenditure													767,885	771,764
New initiatives expenditure 2021-22													65,031	63,500
Earmarked reserves expenditure													9,946	33,050

New Initiatives 2021/22													Total	Budget
Building Maintenance Fund - Year 7	0	6,222	34,082	17,549	0	3,253	0	0	2,425	0	0	0	63,531.24	62,000
262 Bus Service	0	0	968	0	0	532	0	0	0	0	0	0	1,500.24	1,500
Total New Initiatives 2021/22	0	6,222	35,050	17,549	0	3,785	0	0	2,425	0	0	0	65,031.48	63,500

Plus £1,800 in ER

Earmarked reserves expenditure 2021/22													Total	Budget
Climate Change Initiatives	0	0	1,800	0	0	0	0	0	0	0	0	0	1,800.00	
General Power of Competence	0	1,750	0	0	0	0	0	0	0	0	0	0	1,750.00	
Professional fees	0	0	0	0	0	0	0	0	0	0	915	1,376	2,291.00	
Signal Box External/Internal Maintenance	0	0	0	0	0	0	0	2,780	0	0	0	0	2,780.00	
Telephone Box	0	0	0	0	0	0	0	0	0	0	0	1,000	1,000.00	
262 Saturday Bus Service	0	0	0	0	0	325	0	0	0	0	0	0	325.00	
Total	0	1,750	1,800	0	0	325	0	2,780	0	0	915	2,376	9,946.00	

Luxfords (provisional) at 31 March 2022

	Apr 21 Actuals £	May 21 Actuals £	Jun 21 Actuals £	Jul 21 Actuals £	Aug 21 Actuals £	Sep 21 Actuals £	Oct 21 Actuals £	Nov 21 Actuals £	Dec 21 Actuals £	Jan 22 Actuals £	Feb 22 Actuals £	Mar 22 Actuals £	Total	2021/22 Budgets
Sales														
Restaurant Food Sales	0	2,342	6,418	7,030	8,695	8,430	10,746	11,527	8,228	9,780	9,101	8,785	91,082	122,800
Restaurant Bar Sales	0	85	358	472	467	955	720	453	1,418	443	900	614	6,885	8,000
Hire of Luxfords Restaurant	0	0	0	0	0	0	0	0	0	0	0	0	0	2,250
Function Food Sales	289	711	629	344	1,214	1,945	2,256	2,238	644	1,527	1,756	2,375	15,928	26,500
Function Bar Sales	0	294	549	2,060	1,107	98	1,870	1,434	738	711	1,483	1,976	12,320	17,500
Takeaway	0	0	0	0	0	0	0	0	0	0	0	149	149	0
Hire of Urn	0	30	45	15	15	15	59	162	32	54	60	129	615	1,100
Sundry Income	0	0	0	0	0	0	0	0	0	0	0	0	0	500
Total Sales	289	3,462	7,999	9,922	11,499	11,443	15,650	15,814	11,059	12,515	13,300	14,028	126,979	178,650
Furlough scheme funding for restaurant staff	6,155	2,200	324	315	222	165	N/A	N/A	N/A	N/A	N/A	N/A	9,382	N/A
Covid grant funding via Wealden DC			15,000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	15,000	N/A
Purchases														
Food Purchases	86	1,054	2,209	2,308	2,721	3,024	3,751	3,935	3,055	3,214	2,862	4,533	32,753	37,500
Bar Purchases - non-alcoholic	53	1	84	22	20	283	15	77	37	100	130	204	1,026	2,700
Bar purchases - alcoholic	23	287	257	1,334	587	361	942	749	146	372	816	600	6,475	5,000
Paper goods/consumables	33	73	65	87	79	199	216	403	174	309	177	269	2,082	2,600
Maintenance & Repairs	0	45	81	77	284	528	0	243	0	190	177	332	1,957	2,000
Equipment - New/Replacements	0	31	0	82	0	87	210	60	0	0	1,332	0	1,802	2,000
Equipment Hire	0	0	0	0	0	0	0	0	0	0	0	0	0	250
Postage	0	0	0	0	0	0	0	0	0	0	0	0	0	100
Rates	1,512	667	667	667	667	667	667	667	667	667	0	0	7,518	9,500
Electricity	319	252	364	397	390	405	0	1,024	600	624	710	650	5,735	6,200
Gas	0	0	222	0	0	34	0	0	669	0	0	430	1,355	600
Water	0	0	(169)	0	0	195	0	0	0	0	0	0	26	1,300
Telephone	0	0	0	0	0	0	0	0	0	0	0	0	0	175
Refuse Collection	0	0	58	47	58	47	83	78	56	80	73	135	714	1,200
Stocktaking	195	0	0	0	195	0	195	0	0	195	0	0	780	780
Stationery	0	0	0	0	0	0	0	0	0	0	0	0	0	50
Salaries	10,724	7,138	7,877	10,179	8,029	8,935	10,787	8,711	8,717	9,871	8,236	10,271	109,476	116,620
Casual wages	0	0	0	171	81	0	1,556	528	1,078	568	486	657	5,125	6,000
Luxfords General Advertising	50	0	0	0	0	145	0	0	0	0	0	0	195	1,500
Uniforms/Protective clothing	0	0	0	18	0	10	0	0	0	0	21	23	72	200
Credit charges	91	57	102	147	123	134	175	200	172	184	197	206	1,788	1,500
Total Purchases	13,086	9,606	11,817	15,537	13,235	15,054	18,596	16,674	15,371	16,375	15,217	18,309	178,877	197,775

Please note - new outside furniture was purchased in May 2021 at a cost of £1,628.13. It is hoped that this expenditure can be covered under the Civic Centre revenue budgets. We will assess at year end.

Nominal Code Heading	Nominal	Year end Total				
	Code	As at 31 Mar 2021	Amount to add from 2021/22 budget	Amount to reduce - Expenditure during yr	Year end total at 31 Mar 2022	Notes
Allotment Fencing	3199	6,803.00	0.00	2,979.00	3,824.00	Planning on getting hedging for FR Allotment this winter
Boothland Wood	3165	500.00	0.00	0.00	500.00	
Building Maintenance Fund	3201	182,810.49	62,000.00	63,531.24	181,279.25	Year 7 Building Maintenance Programme plus
* Civic Centre communal carpet		1,000.00	0.00	0.00	1,000.00	Saving for replacements
* Five yearly EICRS		2,800.00	2,800.00	0.00	5,600.00	
* Saving for future reconfiguration of buildings		25,000.00	20,000.00	0.00	45,000.00	
CCTV Replacement Programme	3136	0.00	0.00	0.00	0.00	Start saving for future Town Centre CCTV Camera upgrade
Cemetery Enhancement (Wall)	3173	8,300.00	0.00	0.00	8,300.00	Year 4 Maintenance Programme Works did not go ahead.
Chapels Maintenance Programme	3134	0.00	0.00	0.00	0.00	
Civic Centre booking system		8,000.00	0.00	0.00	8,000.00	Not had capacity to deliver project in 2021/22 but will need to action as priority for 2022/23
Climate Change Initiatives		0.00	7,500.00	1,800.00	5,700.00	Expenditure on carbon audit of £1,800.00
Community Infrastructure Levy	3222	33,700.86	22,827.40	6,341.00	50,187.26	£6341 overspend from initial invoice for 2021/22 streetlight repairs and CIL income 18 October 2021 of £22,827.40.
Consultants - Town Centre	3159	120,300.00	0.00	0.00	120,300.00	
Covid Memorial Bench		0.00	2,500.00	2,200.00	300.00	Covid Memorial Bench delivered and installed on Luxford Field in association with CPJ Field. Bench also purchased for placement on London Road as per original project.
Data Protection	3228	1,680.00	0.00	0.00	1,680.00	
Dementia Training	3215	725.00	0.00	0.00	725.00	
Elections	3169	21,962.00	5,000.00	0.00	26,962.00	Next full election May 2023, unless any by-elections
ESCC Verge Cutting Contribution		0.00	4,280.00	4,271.00	9.00	
General Power of Competence		0.00	2,000.00	1,750.00	250.00	Utilised to cover overspend in 2021/22 on GPoC expenditure due to payment that was not processed in 2020/21, had to be reissued in 2021/22.
Green Projects		0.00	18,000.00	0.00	18,000.00	Green projects including vehicles
HMLNR Donation	3121	1,600.00	0.00	935.00	665.00	New gate was installed at Hempstead (entrance from car park)
HMLNR & WPLNR Supporters Group Donation	3225	0.00	0.00	0.00	0.00	
Joint Committee Master Plan Work	3202	50,000.00	0.00	0.00	50,000.00	
Litter Bins/Policy	3178	4,050.00	1,000.00	3,342.00	1,708.00	Referenced in E&L (remove 2,500 and transfer to tree works ER) and expenditure on animal friendly bins
Luxfords New Microwave	3146	0.00	0.00	0.00	0.00	
Nature Reserves (Was Ranger Equipment Budget)	3128	21,470.00	5,394.00	26,864.00	0.00	394 Geoff memorial, and remainder boardwalk money with £5k in new initiatives for 2021-22 spent.
New equipment /New Cricket Mower	3226	2,849.00	9,000.00	11,849.00	0.00	E&L Grass cutting in-house proposals
Old Timber Lane Maintenance	3111	16,000.00	500.00	0.00	16,500.00	
Play area enhancements	3185	0.00	11,600.00	1,600.00	10,000.00	
Professional Fees	3131	5,788.00	0.00	2,291.00	3,497.00	Utilised to cover overspend on internal audit fees (£915) and overspend on IT/office equipment (£1376)
Public Conveniences	3176	30,000.00	0.00	0.00	30,000.00	
Playing Fields & Pitches	3229	4,884.00	2,500.00	2,125.00	5,259.00	Utilised for covid related play area spraying
Renewal/Upgrading Notice Boards	3210	2,512.00	0.00	0.00	2,512.00	
Re-surface Osborn Hall Car Park	3221	3,658.00	0.00	0.00	3,658.00	
Ridgewood Car Park Re-surface (RVH Improvements)	3172	17,540.00	0.00	655.00	16,885.00	Await return of £11k from RVH
Ridgewood Recreation Ground levelling	3189	968.00	13,500.00	11,975.00	2,493.00	New initiative for play area resurfacing
Seats, Signage for Tennis Courts	3207	595.00	0.00	0.00	595.00	Reallocate or donate to them
Section 106 Agreements	3135	17,909.37	0.00	0.00	17,909.37	
Signal Box Ext/Internal Maintenance	3192	8,810.00	250.00	2,780.00	6,280.00	New heating system has been installed.

Nominal Code Heading	Nominal Code	Year end Total As at 31 Mar 2021	Amount to add from 2021/22 budget	Amount to reduce - Expenditure during yr	Year end total at 31 Mar 2022	Notes
Skatepark Peripheral Area	3117	2,542.00	0.00	0.00	2,542.00	
Speed Reduction	3220	3,700.00	0.00	500.36	3,199.64	Bought new device for community speedwatch team.
Street Furniture Donation	3122	1,200.00	0.00	0.00	1,200.00	
Street Light Timers/column inspections	3174	1,856.00	0.00	0.00	1,856.00	
Street Light replacement SOX lanterns	3224	6,000.00	2,000.00	0.00	8,000.00	Waiting for update from ES Highways on rolling programme.
Telephone Boxes	3217	1,000.00	0.00	1,000.00	0.00	Utilised for movement of telephone box to Harlands and reinstate footpath on High Street.
Training	3143	724.00	0.00	0.00	724.00	
Tree (works)	3118	1,483.00	2,500.00	0.00	3,983.00	Likely to be used in 2022-23 for any further tree works.
Tree planting		0.00	2,200.00	1,481.62	718.38	
Twinning Hospitality	3230	33.33	100.00	0.00	133.33	No events took place in 2021-22
Upgrading of IT Systems & Equipment	3142	0.00	0.00	0.00	0.00	
Vehicle Replacement	3141	5,000.00	5,000.00	0.00	10,000.00	
Weald Hall Floor	3177	48,000.00	5,000.00	0.00	53,000.00	Keep saving for future replacement
Weald Hall Replacement Backdrops		0.00	2,500.00	0.00	2,500.00	
Weald on the Field	3219	0.00	3,000.00	3,000.00	0.00	Used for event in 2021.
West Park Pavilion Scheme	3227	45,000.00	0.00	0.00	45,000.00	Take to GP - reallocate to reconfiguration
White Rails Improvements	3125	1,200.00	0.00	0.00	1,200.00	
262 Saturday Bus Service		0.00	3,300.00	1,825.24	1,474.94	Updated as per third invoice (three quarters have now been paid)
		719,953	216,251	155,095	781,109.17	

936,204.45

936,204.63

TO BE REMOVED from above list

Browns Lane Rockery Plants	3206	0.00				
Hughes Way Play Area Donation	3212	0.00				
Library Way Re-imburement	3223	0.00				
Luxfords Refurbishment	3216	0.00				
Notice Boards	3218	0.00				
Picnic Tables	3205	0.00				
Playground fencing	3190	0.00				

Public Works Loan Board Breakdown 2021/2022

Purpose	Amount	Term	Loan Number	O/S Loan	July 21 Payment Breakdown		Jan 22 Payment Breakdown			Interest Rate	O/S @ 31st March 2022
					Nominal Code 2300 Principle	Nominal Code 7903 Interest	Nominal Code 2300 Principle	Nominal Code 7903 Interest			
Renovation and Extension of Foresters Hall	£ 150,000	25 years from 1997	477816	£ 3,000.00	£ 3,000.00	£ 121.88	£ -	£ -	8.13%	£ -	
The Hub Capital projects, Bio Mass Boiler, CC Toilets, Victoria Garage, Vic Pav Wall	£ 400,000.00	50 years from 2007	493523	£ 292,000.00	£ 4,000.00	£ 7,227.00	£ 4,000.00	£ 7,128.00	4.95%	£ 284,000.00	
Repairs	£ 120,000.00	10 years from 2012	501413	£ 18,000.00	£ 6,000.00	£ 148.50	£ 6,000.00	£ 99.00	1.65%	£ 6,000.00	
Bridge Cottage	£ 280,000.00	25 years from 2014	503151	£ 207,200.00	£ 5,600.00	£ 3,978.24	£ 5,600.00	£ 3,870.72	3.84%	£ 196,000.00	
	£ 950,000.00			£ 520,200.00	£ 18,600.00		£ 15,600.00			£ 486,000.00	

PW493523 6.1.2009 to 6.7.2057

PW503151 15.8.2014 to 6.7.2039

Loan Purpose

The Hub

Bridge Cottage

Original Loan Amount £ 388,000.00
Fee Paid £ 135.80
Interest Amount £ 470,547.00

£ 280,000.00
£ 98.00
£ 135,919.30

Total Due **£ 858,682.80**

£ 416,017.30

Repayments to date £ 104,000.00
Interest paid to date £ 217,503.00

£ 84,000.00
£ 68,181.70

Total Paid **£ 321,503.00**

£ 152,181.70

Repayment Amount @ 6.4.22 £ 419,599.00

£ 234,437.67

Early Repayment Saving **£ 117,580.80**

£ 29,397.93

Meeting of the Finance-Sub Committee

Wednesday 20 April 2022

Agenda Item 6.0

TO CONSIDER USE FOR REMAINING COMMUNITY GRANT FUNDING

1.0 Background

1.1 Further to the recommendations of Finance Sub-Committee at their meeting on 23 February 2022, the ratification of those recommendations, and subsequent approval of grant funding to Ridgewood Village Hall Committee, the Town Council has confirmed its allocation of Community Grant funding for 2022-23.

1.2 A total of £14,333.47 was agreed to be awarded during 2022-23:

GP35.03.22 Members **RESOLVED** to:

- (i) provide a sum of £1,505.72 to Ridgewood Village Hall Committee through the Town Council's Community Grants Programme but did not approve the allocation of funding for Sunflowers Mental Health & Wellbeing on this occasion, and;
- (ii) approve the recommendations for the remaining ten applications, with a total sum of £14,333.47 being awarded under the General Power of Competence for Uckfield Town Council's Community Grant Programme in 2022-23.

Community Grant Funding under the General Power of Competence		
Applicant	Amount requested	Recommended allocation
1.0 Uckfield Theatre Guild	£600.00	£600.00
2.0 The Royal British Legion - Uckfield Branch	£200.00	£200.00
3.0 Uckfield Bonfire and Carnival Society	£1,278.75	£1,278.75
4.0 St Wilfrid's Hospice (Eastbourne)	£1,100.00	£1,100.00
5.0 St Peter & St James Hospice	£1,000.00	£1,000.00
6.0 HM70 – Her Majesty 70 th Celebrations	£1,150.00	£1,150.00
7.0 Manor Park & Hempstead Fields Residents' Association	£299.00	£299.00
8.0 Ridgewood Village Hall Management Committee	£1,505.72	£1,505.72
9.0 Uckfield Community Fridge	£1,200.00	£1,200.00
10.0 Sunflowers Mental Health and well-being	£1,000.00	£0.00
11.0 Ashdown Radio Ltd (Uckfield FM)	£2,500.00	£2,500.00
12.0 Uckfield Festival Association	£4,000.00	£3,500.00

1.3 The total sum still available to provide to the community or for the benefit of the community under the General Power of Competence is £13,166.53.

2.0 General Power of Competence

2.1 Town and Parish Councils are corporate bodies and their powers have accumulated through legislation since 1894. Councils at this level can rely on general powers to act and spend money unless they are restricted from doing so. The main two powers available to a Town Council are:

- S.137 of the Local Government Act 1972, and;

- The General Power of Competence
- 2.2 Monies that can be spent under Section 137 of the Local Government Act 1972 are limited and have to be budgeted for separately. They are restricted in that they cannot be used to give money to individuals and expenditure must be commensurate with the benefit. Section 137 is a power of last resort.
- 2.3 A Council that is eligible to use the General Power of Competence can no longer use Section 137 as a power for taking action for the benefit of the area or its community except Section 137 (3) which remains in place and which permits the Council to contribute to UK charities, public sector funds and public appeals.
- 2.4 The General Power of Competence) gives eligible Councils, “*the power to do anything that individuals generally may do*” as long as they do not break other laws. It is intended to be a power of first, not last, resort like the powers under Section 137. The Council has to ask itself whether an individual is allowed to do it and if the answer is ‘yes’, then the Council is normally permitted to act in the same way. Accordingly the Council could:-
- lend or invest money
 - it could set up a company or co-operative society to trade and engage in commercial activity
 - it could run a community shop or post office
 - the power is not restricted to use within the parish it can be used anywhere.
- 2.5 Uckfield Town Council has been using funding under the General Power of Competence to give back to the community, in the form of an annual community grants programme.
- 3.0 Recent interest in further grant funding**
- 3.1 Despite Uckfield Town Council having set timescales within which the application period is open to receive grant funding applications, there have been further issues arise in the last 2-3 months, where members have considered whether a second round would be of use. This has included the request for funding towards the repair of the cricket nets at Victoria Pleasure Ground. As a result of the Town Council not budgeting for these repairs, Environment & Leisure Committee took the decision that it was unable to contribute to the costs at this time. There has also been a question through the Events Working Group, as to whether the Town Council could provide a contribution or fund a specific element of the Uckfield Revival Classic Car Show as a result of the Uckfield Revival being cancelled in 2022 and the two organisations seeking to work together.
- 4.0 Options available**
- 4.1 Members of Finance-Sub Committee are therefore being asked to give officers a steer as to what they may wish to do with the remaining funds within the financial year of 2022-23.
- 4.2 Options could include:
- (A) Do nothing, take it as a saving, or carry forward to 23-24 grants programme;
- (B) Consider running a second round of small grants, perhaps up to a maximum of £500 per applicant, for the purpose of Uckfield based sports, leisure or community based activities.
- (C) Consider an alternative use for funding under the broader banner of General Power of Competence.

4.3 The administration and criteria of a second programme would have to be considered

5.0 Recommendations

5.1 Members are asked to consider the contents of this report and advise the Clerk, of how they wish to proceed.

Contact Officers: Sarah D'Alessio and Holly Goring