

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **Finance Sub-Committee**,
on Tuesday 14 October 2025 at 6.30 pm
in the Council Chamber, Civic Centre, Uckfield.

PRESENT: Cllr. D. Ward (Chair) Cllr. S. Mayhew
Cllr. D. Manvell (Vice-Chair) Cllr. P. Ullmann
Cllr. K Bedwell

IN ATTENDANCE:

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

Minutes taken by Sarah D'Alessio

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.
None received.

2.0 APOLOGIES FOR ABSENCE

None received.

3.0 MINUTES

Minutes of the meeting of the Finance Sub-Committee held on the 16 July 2025.

FS.10.10.25

It was **RESOLVED** that the minutes of the Finance Sub-Committee of the 16 July 2025 be taken as read, confirmed as a correct record and signed by the Chair.

4.0 FINANCE SUMMARY UPDATE AND INVESTMENT REVIEW

The Assistant Town Clerk & RFO explained that a fixed term investment was due to mature on 22 October 2025. Current rates from three High Street banks had been obtained, two of which Uckfield Town Council already had banking services with. The Assistant Town Clerk had checked the rates again that day.

The Assistant Town Clerk also provided members with an update on the funds within the Town Council's business reserve account since the arrival of the second instalment of the precept in September 2025. If a proportion was

transferred to the 35 and 95 day accounts, it could accrue some interest.

FS.11.10.25

Members **RESOLVED** to recommend to General Purposes Committee, to:

- (i) transfer the funds due to mature within the Lloyds fixed term investment account and remaining funds from the Lloyds Treasurer account, to a 12 month fixed rate with NatWest, and;
- (ii) to give authority to the Assistant Town Clerk & RFO to transfer a proportion of business reserves to the 35-day and 95 days accounts, to gather interest, subject to any large payments leaving the bank for completed works such as Victoria Play Area.

5.0

TO CONSIDER THE RECOMMENDATIONS OF THE VAT REVIEW

Members reviewed the recommendations and asked questions of the Assistant Town Clerk & RFO. The Assistant Town Clerk & RFO would seek further advice from a specialist working in this field, before confirming the next steps with members.

6.0

PERIODIC REVIEW OF THE COMMUNITY GRANT PROGRAMME

Members discussed key elements of the programme - the application process, associated forms, and questions. They also discussed the format and process followed to consider applications received.

FS.12.10.25

Members **RESOLVED** to recommend to General Purposes Committee for the Assistant Town Clerk to make the following changes for the 2026/27 grants programme. This would include:

- (i) creating an online form for applications;
- (ii) incorporating key questions within the form that are typically asked by Finance Sub-Committee at the meeting;
- (iii) tick boxes on the scale of the funding being applied for (i.e. up to £500 or £3,000), and;
- (iv) for Finance Sub-Committee to review the applications prior to the February meeting.

7.0

MATTERS DEEMED URGENT BY THE CHAIR

None.

The meeting closed at 8.09pm.