

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **Finance Sub-Committee**,
on Monday 10 March 2025 at 5.30 pm
in the Martlets room, Civic Centre, Uckfield.

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

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 26 February 2025.

FS.17.03.25

It was **RESOLVED** that the minutes of the Finance Sub-Committee of the 26 February 2025 be taken as read, confirmed as a correct record and signed by the Chair.

4.0 REVIEW THE ANNUAL INVESTMENT STRATEGY

Members discussed the policy and it was suggested to include the definition of a medium-term investment of up to 15 months, as short term was up to 12 months. It was also pointed out to check the most up to date guidance as the policy referred to the Department of Communities and Local Government and changed some time ago.

The Assistant Town Clerk explained the need for a transfer to be made from the 35-day Liquidity Account into the Business Reserve account, due to the fact that

it was near end of year and the first instalment of the precept would not be received until the end of April 2025. This would help cover the Town Council's expenses for March and April and to ensure a healthy balance in the Business Reserve account. To which members agreed.

The Assistant Town Clerk also explained the status of the Lloyds account, that she was now a signatory and was waiting for PIN codes to allow online access to be able to make the necessary amendments to the account.

FS.18.03.25

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

- (i) withdrawal of the required amount from the 35 day account to ensure adequate funds are available until the first half of the annual precept is received, and;
- (ii) subject to the minor changes put forward such as changing 'short' term to 'medium' term, that the Annual Investment Strategy be adopted for 2025.

5.0 TO REVIEW AND CONFIRM GRANT ALLOCATIONS FOR 2025/26 TO BE PRESENTED TO GP COMMITTEE

Members reviewed the Grants meeting and the allocations given, to which it was unanimously agreed that the allocations already decided would be recommended to General Purposes. The format of the meeting was also discussed as there was an unprecedented number of applications to be considered which contributed to the length of the meeting. A number of complaints were received by the public and members felt that a review of the Grants procedure and application would need to be undertaken. Members and staff would look at examples from other councils on how their grant funding schemes were dealt with. Members felt that the reason for a Grant application should not cover rent or insurance but should be for a specific project which would be completed within the year.

FS.19.03.25

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

- (i) write to all applicants to thank them for their attendance and for their patience, and;
- (ii) ratify the proposed allocation of grant funding for 2025/26.

Community Grant Funding under the General Power of Competence		
	Organisation	Allocation
1	Family Support Work	£750
2	Uckfield and Area Community First Responders	£1,000
3	Ashdown Radio Ltd	£500
4	Uckfield Music Club	£500
5	Wealden Works	£1,000
6	Uckfield Food Bank	£750
7	Uckfield Heritage	£0

8	Uckfield Youth Trust	£1,100
9	Uckfield College	£3,000
10	St Wilfrid's Hospice (Eastbourne)	£1,000
11	Imago Community East Sussex Young Carers	£595
12	Care for the Carers	£2,000
13	Uckfield Camera Club	£500
14	Uckfield Proms on the Pitch	£500
15	Uckfield Community Orchestra	£320
16	Friars Gate Archers	£250
17	St Peter & St James Hospice	£1,000
18	New Town Action Group	£0
19	The Luxford Centre	£0
20	Uckfield Bonfire and Carnival Society CIC	£3,000
21	2530 Uckfield Squadron RAF Cadets	£600
22	Sussex Support Service	£750
23	Royal British Legion Uckfield	£200
24	Uckfield Phab Club	£793
25	Uckfield Theatre Guild	£583
26	Bluebell Railway Preservation Society	£250
27	PDA Sense	£559
28	Ridgewood Village Hall	£500
	TOTAL	£22,000

6.0 MATTERS DEEMED URGENT BY THE CHAIR

6.1 Members considered a request from a previous grant applicant in regard to an underspend of the grant applied for in 2023/24, which they carried forward into 2024/25. Members discussed the current procedures and felt that they were not being tightly adhered to.

Cllr. Mayhew proposed that the remaining amount be cancelled and the Town Council should strengthen its review of grants spent. It was requested that a letter be sent to all successful applicants within the first 6 months to check in on how the funding was being utilised. Once the annual review report by Wealden Volunteering was received, then any outstanding amounts would be reviewed again.

This proposal was seconded by Cllr Manvell

FS.20.03.25 Members **RESOLVED** to recommend to General Purposes Committee to cancel the return of the final remaining funds and to strengthen the annual review of grant allocation spend, starting with the above actions.

6.2 Review the finances of Luxfords Restaurant - to be discussed at the next Finance Sub-Committee meeting.

The meeting closed at 6.52pm.