



Brightlingsea Town Council

The Parish Hall, Victoria Place, Brightlingsea, Essex CO7 0BP

TO ALL MEMBERS OF THE COUNCIL

You are hereby summoned to a meeting of the Finance & Property Committee to be held at the Parish Hall, Victoria Place, Brightlingsea on **Tuesday 16th July 2024 at 10.00am** for the transaction of the business stated below. Members of the press and public are welcome to attend.

Tracey Pulford

Tracey Pulford (10th July 2024)

Town Clerk

COUNCIL AGENDA

1. **Apologies for Absence**
To receive apologies for absence.
2. **Confirmation of the Minutes of the Meeting held on the 18th June 2024**
To confirm the Minutes of the meeting held on the 18th June 2024, received by Council on the 20th June 2024.
3. **Declaration of Disclosable Pecuniary Interests**
Members are reminded of the requirement to disclose any interest in relation to items on the agenda when these are discussed.
4. **Financial Summary Cashbook Report for April, May and June 2024**
To receive a copy of the Financial Summary – Cashbook Report for April, May and June 2024.
5. **Debtors list as of 30th June 2024**
To receive the Debtors list as of 30th June 2024.
6. **Budgets**
 - (a) To review the budgets up to 30th June 2024.
 - (b) Budgetary Control
7. **Examining of Accounts**
To receive and approve the recommendations of those Members examining the Accounts for the current period, including the authorisation of Julys monthly BACS payments.
8. **Members Allowances 2024/2025**
To agree the Parish Basic Allowance paid to members for 2024/2025
9. **Vehicle Lease**
To discuss and agree the quotations received for the new lease for the Company Vehicle.
10. **Insurance Claims**
To receive an update on the following insurance claims:-
 - (a) Incident on Western Promenade 2022
 - (b) Damage of Network Electricity Equipment – Western Promenade Car Park
11. **MOTION TO EXCLUDE THE PUBLIC IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 – To discuss the following:**
 - Disputed Debtors
12. **Disputed Debtors**
To receive an update on the Disputed Debtors, as of 30th June 2024.

Information for Visitors

Fire Evacuation Procedure

There is no alarm test scheduled for this meeting. In the event of an alarm sounding, please calmly make your way out of any of the fire exits in the hall and follow the exit signs out of the building.

Please heed the instructions given by any member of staff and they will assist you in leaving the building and direct you to the assembly point.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

Your calmness and assistance is greatly appreciated.