



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 12th December 2023 at 10.30 a.m.** for the transaction of the business stated below. Members of the press and public are welcome to attend.

Tracey Pulford

Tracey Pulford (6th December 2023)

Town Clerk

C O U N C I L A G E N D A

1. **Apologies for Absence**
To receive apologies for absence.
2. **Confirmation of the Minutes of the Meeting held on the 7th November 2023**
To confirm the Minutes of the meeting held on the 7th November 2023, received by Council on 16th November 2023.
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. **Budgets for 2024/2025**
To receive a report from Councillors Atkinson, Paveley and Walsh on the 2024/2025 Budgets.
5. **Council Bank Accounts**
To receive an update from the Town Clerk on the current bank accounts.
6. **Financial Summary – Cashbook Report**
To receive a copy of the Financial Summary – Cashbook Report for November 2023.
7. **Debtors list as of 30.11.23**
To receive the Debtors list as of 30.11.2023.
8. **Process for applications for Project Funding**
To discuss the process for applications for Project Funding – Self-Funded, S106 and Grant funded.
9. **S106 Projects**
 - Kinetic Wheel
10. **Interim Internal Auditor Report**
To receive the Interim Internal Audit Report from Heelis & Lodge for 2023/2024.
11. **Reserves Policy**
To review and amend the Reserves Policy.
12. **Date of next meeting**
To agree the date of the next meeting.