

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
West Sussex, BN44 3XZ

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Telephone: 01903 812042

TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
Cllr Pearcey, Cllr Howell, Cllr Northam, Cllr Lloyd, Cllr Willett, Cllr Muggridge, Cllr Goldsmith,
Cllr Trundle, and Cllr Syred.

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE
TO BE HELD ON TUESDAY 10TH APRIL 2018 AT 7.30 PM
IN THE STEYNING CENTRE**

Following the Local Audit and Accountability Act 2014 and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have the right to film/record the meetings of Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning Parish Council they give their consent to being filmed/recorded by other members of the public, if such activity is taking place. Any equipment plugged in to the main electrical power supply of the Steyning Centre must be PAT tested.

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST** – disclosure by councillors of personal interests in matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR - PUBLIC PARTICIPATION.** Up to 15 minutes (2 minutes per person), will be allowed for the public to make representations, answer questions or give evidence **in respect of any item of business included in the agenda**, in accordance with standing orders.
- 4.0 MINUTES.** To accept the minutes of the meetings held on 13th March 2018 as a correct record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1** F&GP/17/123.1 Chairs and Clerks training – Update from Clerk
 - 5.2** F&GP/17/123.2 Cleaning grant – Actioned by Clerk
 - 5.3** F&GP/17/123.3 Barclays Account signatory to change- Actioned
 - 5.4** F&GP/17/123.4 CCTV – Ongoing
 - 5.5** F&GP/17/123.7 Bowling club lease agreement – Clerk / Cllr Lloyd - See Agenda item 9.1
 - 5.6** F&GP/17/124.2 Invoice Breakdown of two items queried under finance – See Agenda item 6.1
 - 5.7** F&GP/17/125.1 Obtaining planning consent for Steyning Centre Windows – D. Clerk - Ongoing
 - 5.8** F&GP/17/127.2 Change email addresses in line with Data protection - Actioned
 - 5.9** F&GP/17/127.3 Data protection Officer service provision – update from Clerk



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steyningpc.gov.uk
Email: hazel@steyningpc.gov.uk

- 5.10** F&GP/17/128.1 Street Cleaning Contract – See Agenda Item 10.1
- 5.11** F&GP/17/129.1 Web site strategy - Ongoing
- 5.12** F&GP/17/130.1 Setting up personnel sub-committee – All – To arrange date for first meeting
- 5.13** F&GP/17/131.1 Steyning Town Clock repairs – update from Clerk

6.0 PAYMENTS 2017/18

- 6.1** To approve list of payments made by the council 1.03.18 – 31.03.18 (Supporting paper)

7.0 ANY ITEMS FROM COMMITTEE MEETINGS

Items requiring financial approval or actions from this Committee

- 7.1** **Premises Committee** – Meeting dated 3rd April 2018

- 7.2** **Amenities Committee** – Meeting dated 27th March 2018

- Cllr Bowell to update on proposed Playground development project and proposed payment strategy

8.0 FINANCIAL MATTERS

- 8.1** To agree Income & Expenditure Report for March 2018 (supporting paper)

9.0 BOWLS CLUB LEASE AGREEMENT

- 9.1** To check the agreement as it is presented as a supporting paper and agree rents (see supporting papers) – Report from Clerk

10.0 STREET CLEANING CONTRACT MONITORING

- 10.1** Report from Cllr Pearcey

- 10.2** Installation of new bin on the MPF – costs to be tabled

11.0 STEYNING COUNCIL TELEPHONE DEVELOPMENTS

- 11.1** Update from Clerk

12.0 INFORMATION/CORRESPONDENCE ITEMS

- 12.1** None at time of publication

13.0 DATE OF NEXT MEETING – 15th May 2018.

John Fullbrook

Clerk to the Parish Council



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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