

Steyning Parish Council



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

www.steyningpc.gov.uk

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TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
Cllr Bowell, Cllr Northam, Cllr Lloyd, Cllr Willett, Cllr Muggridge, Cllr Goldsmith and Cllr G Sullivan.

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE
TO BE HELD ON TUESDAY 12TH FEBRUARY 2019 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 ELECTION OF CHAIRMAN** – In the absence of existing F&GP Chair and Vice Chair, and for this meeting only
- 2.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 3.0 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.
- 4.0 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.
- 5.0 MINUTES.** To accept the minutes of the meeting held on the 15th January 2019 as a correct record. (Supporting papers)
- 6.0 MATTERS ARISING AND ACTIONS**
 - 6.1** F&GP/18/88.2.2 Letter to be written to Health Centre through PPG concerning Minibus society
Driver medical tests – Cllr Bowell
 - 6.2** F&GP/18/90.1 Bowls Lease agreement – **Ongoing**
 - 6.3** F&GP/18/90.2 Further Section 106 monies to be pursued – **Actioned**
 - 6.4** F&GP/18/90.3 BACS Payment as viable alternative to cheques – Update from Clerk
 - 6.5** F&GP/18/90.4 Swimming Pool discussions – Update from Cllr Lloyd



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 6.6 F&GP/18/90.5 SPC / Clerk to write CIL report for end of year - **Ongoing**
- 6.7 F&GP/18/90.7 CCTV Follow up meeting – See item 12.1
- 6.8 F&GP/18/90.8 Street cleaning contract to be discussed - See item 13.1
- 6.9 F&GP/18/90.15 Clerk to diarise Policy working party meeting – 27th Feb - **Actioned**
- 6.10 F&GP/18/91.3.3 Clerk to amend consolidated budget papers for review at the Finance working party - **Actioned**
- 6.11 F&GP/18/91.4 Clerk to make further checks in relation to Steyning and District partnerships loan request – Update from Clerk
- 6.12 F&GP/18/91.5 Clerk to assist Steyning in Bloom with Grant applications – update from Clerk
- 6.13 F&GP/18/91.6/7/9 Complete successful grant request communications - **Actioned**
- 6.14 F&GP/18/91.10 External Audit report to be chased – update from Clerk
- 6.15 F&GP/18/91.11 Purchase of PC's for Steyning Centre Offices – update from Clerk
- 6.16 F&GP/18/94.1 Barclays Bank closure – possible relocation of ATM – update from Cllr Lloyd

7.0 FINANCIAL MATTERS

- 7.1 To agree Income & Expenditure Report for January 2019 (Supporting papers)
- 7.2 To approve list of payments for January 2019 (Supporting papers)
- 7.3 To discuss and agree Earmarked reserves for the next financial year – 2019/20 (Supporting Papers)
- 7.4 Report from Clerk concerning Youth service provision moving forward
- 7.5 To confirm that the Staff salaries are to increase by 2% for 2019/20 as per NALC/SALC agreement

8.0 ANY ITEMS FROM COMMITTEE MEETINGS

Items requiring financial approval or actions from this Committee

- 8.1 **Premises Committee** – Meeting dated 5th February 2018.
- 8.2 **Amenities Committee** – Meeting dated 5th February 2019
- 8.3 **Neighbourhood Plan Steering committee** – Meeting dated 7th February 2019

9.0 DATA PROTECTION

- 9.1 Update on any news relating to Data protection from Clerk

10.0 INFORMATION/CORRESPONDENCE ITEMS

- 10.1 None at time of publication

11.0 CONFIDENTIAL SESSION

- 11.1 To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3e to exclude the press and public on the grounds that the confidential matters to be discussed under items 12 and 13 below would be prejudicial in the public interest.

12.0 CCTV DEVELOPMENTS

- 12.1 Report from Clerk (supporting papers)

13.0 STREET CLEANING CONTRACT

- 13.1 Update from Clerk

14.0 DATE OF NEXT MEETING – 12th March 2019 @7.30pm.

John Fullbrook
Clerk to the Parish Council



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Deputy Clerk: Hazel Roxby

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