

# Steypning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,  
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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 15<sup>TH</sup> JANUARY 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 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 meeting held on the 11<sup>th</sup> December 2018 as a correct record. (Supporting papers)
- 5.0 MATTERS ARISING AND ACTIONS**
  - 5.1** F&GP/18/80.3 Bowls Lease agreement – Update from Clerk
  - 5.2** F&GP/18/80.5 Further Section 106 monies to be pursued – Update from Clerk
  - 5.3** F&GP/18/80.6 BACS Payment as viable alternative to cheques - **Ongoing**
  - 5.4** F&GP/18/80.9 Swimming Pool discussions – Update from Cllr Lloyd
  - 5.5** F&GP/18/80.12 Steyning and District Partnership Loan request – See Agenda item 6.4
  - 5.6** F&GP/18/80.14 SPC / Clerk to write CIL report for end of year - **Ongoing**
  - 5.7** F&GP/18/80.16 CCTV Follow up meeting – Update from Clerk
  - 5.8** F&GP/18/80.17 Street cleaning contract to be discussed within same working party meeting



Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

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- 5.9 F&GP/18/81.1 Clerk to ask the Steyning Business Chamber if the Christmas lights have appropriate storage – Update from Clerk
- 5.10 F&GP/18/81.4.1 F&GP suggests Premises committee look to boundary fence repair and other works to be completed this financial year while monies are available to do so - **Actioned**
- 5.11 F&GP/18/81.5 Steyning Community Orchard group grant application approval - **Actioned**
- 5.12 F&GP/18/81.7 Clerk to appoint suitably qualified person to assist with Clerking duties at N.P. Steering committee - **Actioned**
- 5.13 F&GP/18/82.2 Clerk to seek approval at Full Council for the £35,000 max. expenditure towards new Playground development - **Actioned**
- 5.14 F&GP/18/83.1 Replies to resident regarding Subject access requests - **Actioned**
- 5.15 F&GP/18/84.1 Clerk to diarise Policy working party meeting date to discuss amendments to financial regulations policy – {February 27<sup>th</sup>} - **Actioned**

## 6.0 FINANCIAL MATTERS

- 6.1 To agree Income & Expenditure Report for December 2018 (Supporting papers)
- 6.2 To approve list of payments for December 2018 (Supporting papers)
- 6.3 To discuss and agree Draft Council Budget for the next financial year – 2019/20 (Supporting Papers)
- 6.4 To discuss and agree the MOU as supplied (Supporting paper), regarding the Steyning and District Partnerships request for a bridging loan.
- 6.5 To discuss and agree grant request from the Steyning Horticultural Society {Steyning in Bloom} (Supporting papers)
- 6.6 To discuss and agree grant request from the Community minibus association – Additional information to be tabled by Cllr Howell (Supporting papers)
- 6.7 To discuss and agree grant request from the Steyning Country Fair (Supporting papers)
- 6.8 To discuss and agree the merits of pursuing a refund from AiRs (Supporting papers)
- 6.9 To discuss and agree donation/grant request for a plaque installation (Supporting paper)
- 6.10 External Audit report – update from Clerk
- 6.11 To discuss and agree purchase of three new PC's and monitors for the Steyning centre office staff (Supporting papers)

## 7.0 ANY ITEMS FROM COMMITTEE MEETINGS

Items requiring financial approval or actions from this Committee

- 7.1 **Premises Committee** – Meeting dated 4<sup>th</sup> December 2018.
- 7.2 **Amenities Committee** – No Meeting in December

## 8.0 DATA PROTECTION

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

## 9.0 INFORMATION/CORRESPONDENCE ITEMS

- 9.1 Possible ATM relocation in Steyning High street - Update from Cllr Howell

## 10.0 DATE OF NEXT MEETING – 12<sup>th</sup> February 2019 @7.30pm.

**John Fullbrook**  
Clerk to the Parish Council



Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

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