

Steyning Parish Council



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

www.steyningpc.gov.uk

Telephone: 01903 812042

Published 4th October 2018

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 G Sullivan and Cllr Syred.

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE
TO BE HELD ON TUESDAY 9TH OCTOBER 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 10th July 2018 as a correct record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1** F&GP/18/36.2 Bowls Lease agreement – Clerk to update
 - 5.2** F&GP/18/36.10 Dates for any additional GDPR training from adjoining councils – Clerk to update
 - 5.3** F&GP/18/36.11 Upgrading Councillor email addresses – Clerk to attempt to sort glitches with IT rep. - Actioned
 - 5.4** F&GP/18/36.12 ID Cards and Badges for Councillors – To be discussed at Full Council - Actioned
 - 5.5** F&GP/18/37.1.1 Finance question relating to Budget details – See Agenda item 6.1
 - 5.6** F&GP/18/37.4.1 Swimming pool contributions from adjacent Parish Councils–See Agenda item 6.4
 - 5.7** F&GP/18/37.4.2 Swimming pool meeting with Horsham DC – See Agenda item 6.4
 - 5.8** F&GP/18/37.6.1 Music Society letter of thanks - Actioned
 - 5.9** F&GP/18/37.7 Agreed funding for training – Clerk to book course - Actioned



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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

- 5.10** F&GP/18/37.8 Clerk to report back to Amenities committee about Wilson Memorial Trust Application meetings - Actioned
- 5.11** F&GP/18/37.9 Section 106 Application for greater amount – Clerk to report
- 5.12** F&GP/18/37.10 Royal British Legion grant request accepted, with reply sent - Actioned
- 5.13** F&GP/18/37.11 Steyning Festival grant request and reply sent - Actioned
- 5.14** F&GP/18/37.12 Steyning and District Partnership application assistance confirmed - Actioned
- 5.15** F&GP/18/40.1 Policy working party review organised – Actioned – See Agenda item 9.1
- 5.16** F&GP/18/41.1 Possible financial support for Steyning Partnership projects – Clerk to reply - Actioned
- 5.17** F&GP/18/43.1 CCTV – clerk asked to discuss the item more fully at Amenities - Actioned
- 5.18** F&GP/18/44.4 Clerk to organise Personnel meeting to discuss staff items – Actioned – See Agenda item 9.2

6.0 FINANCIAL MATTERS

- 6.1** To agree Income & Expenditure Report for September 2018 (Supporting papers)
- 6.2** To approve list of payments for September 2018 (Supporting papers)
- 6.3** To discuss F&GP Budget for the next financial year – 2019/2020 (Supporting Papers)
- 6.4** Swimming pool contract and payment review – Update from Clerk
- 6.5** Signed Financial Reconciliation and Bank statements for First two quarters of the year 2018/19 - Actioned and reported by Cllr Pearcey
- 6.6** To discuss and agree financial support for this year's Steyning and District Business Chamber Christmas community event.

7.0 ANY ITEMS FROM COMMITTEE MEETINGS

Items requiring financial approval or actions from this Committee

- 7.1** **Premises Committee** – Meeting dated 2nd October 2018.
- 7.2** **Amenities Committee** – Meeting dated 25th September 2018.

8.0 DATA PROTECTION

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

9.0 WORKING PARTY REPORTS

- 9.1** To accept the Policy working party review of policy documents for approval at Full Council (Supporting papers)
- 9.2** To approve the recommendations from the Personnel Committee (Supporting papers)

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 to be tabled)

13.0 CONTRACTS

13.1 Street Cleaning contract

14.0 DATE OF NEXT MEETING – 13th November 2018 @7.30pm.

John Fullbrook

Clerk to the Parish Council