

Steyning Parish Council



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EXTRAORDINARY MEETING OF FINANCE AND GENERAL PURPOSES COMMITTEE

HELD ON 19th AUGUST 2019 AT 6.30PM
IN THE STEYNING CENTRE

Present: Cllrs Goldsmith, G Sullivan, Lloyd, Cree, Hanson, Saunders and S. Sullivan.

Clerk: John Fullbrook

Members of the Public in attendance: 4 (including Cllrs Rudkin and Young)

Meeting commenced: 6:30pm

DRAFT MINUTES

ACTIONS

F&GP/19/32 APOLOGIES FOR ABSENCE

There were apologies received from Cllr Campbell and Taylor

F&GP/19/33 DECLARATIONS OF INTEREST AND DISPENSATIONS

None

F&GP/19/34 QUESTIONS FROM THE FLOOR

34.1.1

Q – *I see on the Agenda you are discussing the financial situation of the Neighbourhood plan. The last set of budget numbers go back to June – With a lack of money spent at that point with no apparent detail as to what has changed in the meantime and I am wondering why there is a request to increase this budget and why it has not gone through Full Council or N Plan steering committee first?*

34.1.2

A – *Chairman said - 'That's why we are discussing this tonight – We are the qualifying body and we were asked by the consultant for more money and that's why we called this EOM'.*

34.1.3

A – *The Clerk added later that information was available as supporting papers on the web site relating to this request and the current budget for the Neighbourhood plan.*

F&GP/19/35 BUDGET FOR NEIGHBOURHOOD PLAN

35.1

The Clerk read from a briefing note he had compiled – the details of which are available as supporting papers for this meeting on the web site. In summary, so far this financial year, the total NP expenditure as at 10th August is £12,412.11 – This money being paid via the agreed Earmarked reserves budget of £15,000. However, the NP consultant had reached a pre-arranged financial limit and required instruction to continue with the project. In the absence of an additional grant from 'Locality' which was to have likely been £8,000 as the plan was now not to include a housing allocation following the decision made

by Full Council on the 24th July meeting, F&GP needed to agree additional Earmarked reserves. The Clerk had asked for the consultants estimate as to what amount would be required to get to the end of the process, that is, regulation 15 submission, external examination and public referendum. Squires produced an estimate of £9,500 which was still in line with expectations of total spend for the year of £23,000 which had been discussed and agreed by Full Council last year 2018/19.

35.2 Concern was expressed that due to the recent intense work being undertaken the consultants had surpassed agreed expenditure notifications of £5,000 and £10,000 without informing the Council.

35.3 Cllr Goldsmith **proposed, seconded** by Cllr Cree further financial support, that being an interim agreement for £5,000 via Earmarked reserves, therefore allowing for completion of the Steyning Neighbourhood Community Plan and to include budget for regulation 14 publicity, this to be reviewed again at the 10th September F&GP meeting, and to include the Clerk being allowed to instruct as soon as possible the consultant to continue his work. **Agreed 6 For, 1 Abstain {DH}**

CLERK

35.4 Committee also asked Clerk to ensure Council / Clerk was to be informed by Squires when further £2,500 costs had been reached and to then inform F&GP members accordingly.

CLERK

F&GP/19/36 DATE OF NEXT MEETING 10th SEPTEMBER 2019

The Chairman closed the meeting at 7.16pm

Signed **Date 10th September 2019**

Chairman of F&GP Committee