

Steyning Parish Council



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TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Cllr Goldsmith, Cllr Campbell, Cllr Cree, Cllr Hanson, Cllr Lloyd, Cllr G Sullivan, Cllr Saunders,
Cllr S Sullivan and Cllr Taylor

**YOU ARE HEREBY SUMMONED TO AN EXTRAORDINARY MEETING OF THE COMMITTEE
TO BE HELD ON WEDNESDAY 23rd OCTOBER 2019 AT 7PM 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 a 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 into the main electrical power supply of the Steyning Centre must be PAT tested. During confidential sessions there is no recording permitted.

A G E N D A

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence.
- 2.0 DECLARATIONS OF INTEREST AND DISPENSATIONS** – to receive Councillors declarations of interest (personal, prejudicial and disclosable pecuniary) in items on the agenda and to consider any dispensations,
- 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 accordance with standing orders.
- 4.0 CODE OF CONDUCT {To be discussed if deferred from Full Council Meeting}**
 - 4.1 Motion** - The Committee recommends Full Council to adopt an amended Code of Conduct in accordance with the draft circulated prior to the meeting together with such amendments as may be agreed at the meeting and subject to receipt of approval of the draft by the HDC Monitoring Officer ("MO").
 - 4.2 Motion** - The MO already having a draft and her comments being awaited, the Chairman and Vice-Chairman of the Council have delegated authority to negotiate with the MO such amendments to the draft as may be required or expedient provided there are no substantive changes from the version agreed at 4.1 above. Any substantive changes must come back to the Committee for approval before the amended Code shall be put to Full Council



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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5.0 CONFIDENTIAL SESSION

To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3d to exclude the press and public on the grounds that the confidential matters to be discussed under items 6 and 7 may involve disclosure of personal and or privileged information in connection with contemplated litigation which would be inappropriate to put in the public domain (item 6), and that in relation to item 7 discussion may involve disclosure of personal information relating to staffing matters and /or in contractual matters which it would be inappropriate to put in the public domain.

6.0 POTENTIAL DEFAMATION PROCEEDINGS

6.1 To resolve to transfer £5,000 from SPC Reserves to Earmarked Reserves to cover possible increased costs against 'legal and elections' thereby increasing funds available from £5,000 (in existing Budget) to £10,000

6.1 Motion - To discuss options, to include litigation, delegation of responsibilities and powers, and a budget, all in response to alleged defamatory postings on the Steyning PC watch Facebook site.

7.0 HR SERVICES

7.1 Motion - The Council directs its RFO to forthwith establish a new budget line in its accounts for 2020/21 entitled "Human Resources Consultancy" or such similar term as the software permits and to credit it with £10,000. Also, Council directs its RFO to transfer £10,000 from SPC reserves to Earmarked reserves to cover any costs in this financial year (2019/20).

7.2 Motion - The Council resolves to instruct the human resources consultants recommended by SSALC, namely "H R Services Partnership" (HRSP), to advise on any employment related questions which have arisen or which may arise at Steyning Parish Council including, but not limited to, appraisals.

7.3 Motion - The Council delegates to the Chairman and Vice-Chairman of the Council and the personnel committee the right and duty to instruct and liaise with HRSP on any employment related questions, to include agreeing on behalf of the Council to HRSP's terms of business, and incurring expenditure up to an initial limit of £1,000. This delegation is limited to obtaining advice and reporting that advice to the Committee and/or Full Council and does not permit any substantive decision-making which remains with the Committee and/or Full Council.

8.0 DATE OF NEXT MEETING – 12th November 2019 @7.30pm.

John Fullbrook
Clerk to the Parish Council