

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

**YOU ARE HEREBY SUMMONED TO A VIRTUAL MEETING OF THE COMMITTEE
TO BE HELD ON TUESDAY 14TH APRIL 2020 AT 7.30 PM
VIA THE ZOOM PLATFORM, AND HOSTED BY THE CHAIRMAN**

***MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING BUT SUBMITTING A
REQUEST FOR THE LOG DETAILS TO THE CLERK IN ADVANCE OF 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 8 Minutes (2 minutes per person), will be allowed for the public to make representations via zoom or questions to be submitted in writing to Clerk by noon on the 13th April 2020.
- 4.0 MINUTES.** To accept the Draft minutes of the meeting held on the 10th March 2020 as a true record.
- 5.0 FINANCIAL MATTERS**
 - 5.1** To approve list of payments for February and March 2020 (Supporting paper)
 - 5.2** To agree Income & Expenditure Report for February and March 2020 (Supporting paper)
 - 5.3** End of Year Close down to the SPC Accounts for the year 2019/20 – Report from the Clerk (supporting papers)
 - 5.4** To discuss and agree retrospectively to the purchase of additional elements / equipment for the Street cleaning contractor – Update by Cllr Goldsmith (supporting papers)
 - 5.5** To discuss and agree which virtual Meeting software package to obtain to facilitate Council and committee meetings for the duration of the Coronavirus enforced social distancing measures. Report from the Clerk (supporting papers)
 - 5.6** To discuss and agree the purchase of a Laptop for the Steyning Centre Office Team (supporting Papers)
- 6.0 STAFFING MATTERS**
 - 6.1** To discuss and agree the level of payment to be received by the Steyning Centre non-contracted support staff for the duration of the Coronavirus enforced lock down period – Report by Cllr Goldsmith and Clerk (supporting papers)



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steyningpc.gov.uk
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7.0 INFORMATION/CORRESPONDENCE ITEMS

7.1 Letter from Resident re Steyning Grammar school – initially submitted for the 16th March APM.

8.0 DATE OF NEXT MEETING – 12th May 2020 @7.30pm.

John Fullbrook

Clerk to the Parish Council