

Published 8th July 2021

TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Cllrs Northam (Chair), Lloyd (Vice), Campbell, Goldsmith, Norcross, S. Alexander, Young, Trundle and G. Sullivan.

YOU ARE HEREBY SUMMONED TO A MEETING OF THIS COMMITTEE

TO BE HELD ON TUESDAY 13TH JULY 2021 AT 7.30 PM IN THE STEYNING CENTRE

**MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING BUT SPACE IS LIMITED SO WE ASK THAT
THOSE WISHING TO ATTEND PLEASE INFORM THE PARISH OFFICE IN ADVANCE OF THE MEETING**

*Please note that the Council is, and members of the public and individual councillors could be, making audio or video recordings of this meeting.
The Council's recordings will be uploaded to a cloud-based website of record and will be available indefinitely to the general public.*

AGENDA

**Please note that due to unforeseen circumstances this
meeting has been Cancelled
Sorry for any inconvenience .**

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST** – disclosure by Councillors of personal interests regarding matters on the agenda, and whether the councillor believes their interest is prejudicial under the terms of the SPC Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - *Up to 15 minutes (2 minutes per person) will be available for the public to make representations or ask questions or (preferably) to answer questions which have been submitted in writing to the Clerk by noon on Monday 12th July 2021.*
- 4.0 MINUTES.** To agree the Draft minutes for the meeting held on the 15th June 2021 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS**
These items to be taken as read
 - 5.1 F&GP/21/6.5** Report back from 29th June Working Party regarding proposed financial plan - **See Item 8.1**
 - 5.2 F&GP/21/6.8.1** Remove Bowling Pavilion from Asset Register – **Actioned**
 - 5.3 F&GP/21/6.9** Grant of £250.00 to Steypning and District Partnership for Food Festival – **Actioned.**
 - 5.4 F&GP/21/6.10** Business Plan taken to working party 29th June for further discussion – **See item 8.1**
 - 5.5 F&GP/21/6.11** SPC to pay Street Cleaner top up Insurance cover – **Actioned**
 - 5.6 F&GP/21/6.8.2** Asset Register as per agreed to be published - **Actioned**
 - 5.7 F&GP/21/6.14** Circulate to Cllrs previous CCTV report by Cllrs Sullivan and Goldsmith - **Actioned**
 - 5.8 F&GP/21/6.15** Grant of £120 to SAFer for to assist with relocation of defibrillator costs – **Actioned**
 - 5.9 F&GP/21/7.1.1** Clerk to convene FOI panel - **See item 7.1**
 - 5.10 F&GP/21/7.1.2** Deal with FOI requests – **See item 7.1**

- 5.11 F&GP/21/8.1 Response to Roger Brown re Abbey Road Village Green request for future expenditure - **Actioned**
5.12 F&GP/21/9.4 SPC to investigate possibly establishing a Financial Reserves Policy, to discuss at Working party – **Actioned**
5.13 F&GP/21/9.8 Clerk to bring back cleaning contract and automatic lock options for High St. toilets – **Actioned by Planning and Premises Committee**
5.14 F&GP/21/9.10 High Street Christmas lights to be discussed by all member working party – **Actioned**

6.0 FINANCIAL MATTERS – (Supporting papers)

- 6.1 To discuss and agree £200/£300 grant application from the Steyning Business Chamber
6.2 To discuss and agree £200 grant application from the Ouse & Adur Rivers Trust
6.3 To discuss and agree £1,512 grant application from the Vintage Years group.

6.4 To discuss and agree the recommendation from the Budget working party that SPC purchase the Christmas light package as per supporting papers
6.5 To discuss and agree whether SPC once again considers CCTV renewal and improvements.
6.6 To receive the monthly 2020/21 Cil report, and to discuss and agree the budget working party suggestion that the Cil report to be reported when there was news to report rather than to be placed on every agenda.
6.7 To reconsider the decision made by the Planning and Premises committee concerning payment of Steyning Centre storage cupboards by group hirers.
6.8 To discuss and agree subsequent to the lifting of Covid restrictions that Caretakers no longer have to wear full PPE equipment when cleaning toilets and that SPC revert to normal cleaning regime of the public toilets

7.0 DATA PROTECTION AND FREEDOM OF INFORMATION (Supporting papers)

- 7.1 Update on any news relating to Data protection and Freedom of information requests from Clerk

8.0 BUSINESS PLAN

- 8.1 To discuss and agree any actions necessary following the Finance Working Party meeting and the early Draft SPC Business Plan

9.0 PROGRESS REPORT

To receive the following ongoing items and to discuss and agree any subsequent actions to be taken

- 9.1 F&GP/20/84.1 Cllr Lloyd to liaise with HALC to exert pressure to ensure graffiti service maintained or enhanced
9.2 F&GP/20/48.15 Clerk's outstanding list of actions to be discussed at personnel committee
9.3 F&GP/20/82.3 HDC to be contacted to provide greater clarity in regards their terminology for 106 monies
9.4 F&GP/20/95.2 Former Committee Chair to sign outstanding Minutes
9.5 F&GP/20/96.7 Steyning Swimming Pool payment obligations to be discussed at Working party
9.6 F&GP/20/98.1 Questions for JPYC service providers and their reports brought back to Full Council
9.7 F&GP/21/6.12 Amend SPC bank Mandate signatories
9.8 F&GP/21/6.13 Move emergency reserve monies to a savings account
9.9 F&GP/21/6.16 Clerk to see accounts for SAFeR before paying grant of £250 for Hall hire cost assistance

10.0 INFORMATION/CORRESPONDENCE ITEMS

- 10.1 Nothing at time of publication

11.0 DATE OF NEXT MEETING – 14TH September 2021

John Fullbrook,
Clerk to the Parish Council