

Published 6th January 2022

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 11TH JANUARY 2022 AT 7.30 PM IN THE STEYPING 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

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 10th January 2022.*

4.0 MINUTES. To agree the Draft minutes for the meeting held on the 14th December 2021 as a true and fair record.

5.0 MATTERS ARISING AND ACTIONS

These items to be taken as read

- 5.1** F&GP/21/29.1/3 Grants sent to Steyping Business Chamber - **Actioned**
- 5.2** F&GP/21/29.2 Ouse and Adur Rivers Trust grant sent – **Actioned**
- 5.3** F&GP/21/29.5 Vintage Years Group informed of Councils continued support – **Actioned**
- 5.4** F&GP/21/29.8 Budget papers to be amended and distributed in advance of next meeting - **Actioned**
- 5.5** F&GP/21/29.9 Cllr Northam to compile a template for a project discussion paper and distribute - **Actioned**
- 5.6** F&GP/21/29.9 Clerk to distribute and Cllrs to bring back papers for next meeting – **Actioned / See item 6.4**
- 5.7** F&GP/21/29.9 Clerk to update Projects supporting paper and bring back to next meeting – **Actioned / See item 6.4**

6.0 FINANCIAL MATTERS – (Supporting papers)

- 6.1** To approve list of payments for November 2021
- 6.2** To agree F&GP Income & Expenditure reports for November 2021
- 6.3** To discuss and agree the recommendation from Personnel committee with regards to staff salary budget for the next fiscal year – 2022/23
- 6.4** To discuss and agree the F&GP Projects to be proposed to be completed by the end of the next fiscal year 2022/23
- 6.5** To discuss and agree the F&GP Committee budget for the forthcoming fiscal year – 2022/23
- 6.6** To discuss and agree the SPC Consolidated Budget papers for the next financial year 2022/23, which includes the Precept figure, for recommendation to SPC Full Council.

7.0 PROGRESS REPORT

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

- 7.1** F&GP/20/48.15 Clerk's outstanding list of actions to be discussed at personnel committee
- 7.2** F&GP/20/82.3 HDC to be contacted to provide greater clarity in regards their terminology for S106 monies
- 7.3** F&GP/20/95.2 Former Committee Chair to sign outstanding Minutes
Motion - As Cllr Goldsmith, the former chair of F&GP, has stated over the past several months that he is too busy to sign previous minutes, the committee requests the current chair to sign minutes on his behalf.
- 7.4** F&GP/20/96.7 Steyning Swimming Pool payment obligations to be discussed at Working party
- 7.5** F&GP/21/6.13 Move emergency reserve monies to a savings account
- 7.6** F&GP/21/17.6 CCTV renewal consideration taken to Full Council
- 7.7** F&GP/21/20.1 Chairman's Function cancellation taken to Full Council, with Community Award Ceremony arrangements to be confirmed
- 7.8** F&GP/21/30.1 MOU agreement recommendation taken to Full Council
- 7.9** F&GP/21/31.1 Clerk to convene the FOI review panel
- 7.10** F&GP/21/32.1 Recommended action from Audit report taken to Full Council
- 7.11** F&GP/21/32.2 Recommendation for Grant Award policy amendment taken to Full Council

8.0 INFORMATION/CORRESPONDENCE ITEMS

- 8.1** None at time of publication

9.0 CONFIDENTIAL SESSION

- 9.1** 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 item 10 may involve disclosure of personal or privileged information which would be inappropriate to put in the public domain.

10.0 COMMUNITY AWARD – (Supporting papers)

- 10.1** To discuss and agree nominations for the Annual SPC Community Awards

11.0 DATE OF NEXT MEETING – 15TH March 2022

**John Fullbrook,
Clerk to the Parish Council**