

Published 7th September 2022

TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Cllrs Lloyd (Chair), S. Alexander (Vice), Parsons, Goldsmith, Norcross, Bell, Northam, Trundle and Campbell.

YOU ARE HEREBY SUMMONED TO A MEETING OF THIS COMMITTEE

TO BE HELD ON TUESDAY 13TH SEPTEMBER 2022 AT 7.30 PM IN THE STEYNING CENTRE

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND 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 12th September 2022.*
- 4.0 MINUTES.** To agree the Draft minutes for the meeting held on the 12th of July 2022 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS** - These items to be taken as read
 - 5.1** F&GP/22/6.1 £250 grant paid to Steyning & District partnership for Food festival 2022 - **Actioned**
 - 5.2** F&GP/22/6.4 SPC Action plan and finance position brought to next meeting – **Actioned / See item 6.4**
 - 5.3** F&GP/22/6.5 2022 Christmas light display ordered and process to install begun – **Actioned**
 - 5.4** F&GP/22/6.6 SPC Strategic plan 2022 amended and distributed to all Cllrs - **Actioned**
 - 5.5** F&GP/22/6.8 SPC Business {Action} plan 2022 amended and distributed to all Cllrs – **Actioned**
 - 5.6** F&GP/22/6.9 Convene a working party to discuss and make recommendations on SPC Asset and Land register documentation updates - **Actioned**
 - 5.7** F&GP/22/6.11 Clerk to contact resident regards his request for cutting of grass verge – **Actioned**
 - 5.8** F&GP/22/7.1 Convene a working party to discuss swimming pool payment obligations - **Actioned**
- 6.0 FINANCIAL MATTERS – (Supporting papers)**
 - 6.1** To discuss and agree a request for a grant from the organisers of the Steyning Country Fair 2023 as per supporting papers
 - 6.2** To approve the list of SPC payments for July and August 2022
 - 6.3** To agree F&GP Income & Expenditure reports for July and August 2022
 - 6.4** To receive notes on the SPC finance position as at end of August '22, and update from the clerk on the latest position regarding the SPC 2022/23 Action Plan
 - 6.5** To discuss and agree the budget setting timetable for 2022/23
 - 6.6** To agree the recommendations from the working party with regards to future SPC donations for the Steyning Swimming pool

- 6.7** To agree to the SPC Insurance Cover for the year September 2022 to August 2023 as per supporting papers and to agree subsequent invoice payment
- 6.8** To discuss and agree the details of a grant application and subsequent requirements to allow for the Steyning Centre to facilitate 'Love to Move' sessions as per supporting papers
- 6.9** To agree the recommendation from the F&GP working party concerning the SPC Land and Asset register as per supporting papers and to make a recommendation to Full Council based upon this agreement

7.0 DATA PROTECTION AND FREEDOM OF INFORMATION

- 7.1** Update from the Clerk relating to Data protection and Freedom of information requests

8.0 PROGRESS REPORT

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

- 8.1** F&GP/21/6.13 Move SPC Emergency Reserve monies to a savings account
- 8.2** F&GP/21/68.1 Cllr Goldsmith to report 'serious issues' to Clerk or Premises Committee Chairman
- 8.3** F&GP/22/6.7 Bus shelter lease and possible accessibility development issue to be discussed with HDC

9.0 INFORMATION/CORRESPONDENCE ITEMS

- 9.1** None at time of publication

10.0 DATE OF NEXT MEETING – 15th November 2022

John Fullbrook,
Clerk to the Parish Council