

Published 22nd 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 MONDAY 3rd OCTOBER 2022 AT 7.30 PM IN THE STEYPING 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 Friday 30th 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 Steyping & 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**
 - 5.9** F&GP/22/6.7 Bus shelter lease & possible accessibility development issue to be discussed with HDC - **See item 6.12**
- 6.0 FINANCIAL MATTERS – (Supporting papers)**
 - 6.1** To discuss and agree a request for a grant from the organisers of the Steyping Country Fair 2023 as per supporting papers and agree use of the Car Park
 - 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 Steyping 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 to recommend to full Council the 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
- 6.10** To discuss and agree the Steyning in Bloom annual grant
- 6.11** To discuss and agree whether the Clerk can attend a one-day conference on 'Empowering Communities'
- 6.12** To discuss and agree the priority SPC puts on the Bus Shelter 'Ramp' project following the decision from Premises and Planning Committee that Cllrs begin to pursue funding options

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 GOVERNANCE MATTERS

- 8.1** Community Award – To agree invite for nominations and the associated publicity involved
- 8.2** Chairmans Function – To discuss and agree arrangements for the next Chairmans function – The provisional date being the 9th December 2022

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/21/6.13 Move SPC Emergency Reserve monies to a savings account
- 9.2** F&GP/21/68.1 Cllr Goldsmith to report 'serious issues' to Clerk or Premises Committee Chairman

10.0 INFORMATION/CORRESPONDENCE ITEMS

- 10.1** None at time of publication

11.0 DATE OF NEXT MEETING – 15th November 2022

John Fullbrook,
Clerk to the Parish Council