

Published 7th December 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 DECEMBER 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 Monday 14th December 2022.*
- 4.0 MINUTES.** To agree the Draft minutes for the meeting held on the 15th November 2022 as a true and fair record
- 5.0 MATTERS ARISING AND ACTIONS** - These items to be taken as read
 - 5.1** F&GP/22/26.4 Clerk's office to implement the 2022/23 salary award - **Actioned**
 - 5.2** F&GP/22/26.5 Clerk to distribute information regarding what SPC should be holding in General reserves - **Actioned/item 6.5**
 - 5.3** F&GP/22/26.6 Draft F&GP Budget for 2023/24 endorsed but to be brought back to be agreed – **Actioned / item 6.4**
 - 5.4** F&GP/22/26.6 Vintage Years budget request to be discussed – **Actioned/ item 6.4**
 - 5.5** F&GP/22/26.7 Clerk to inform regarding non agreement of 'Rural Market Town Group' promotion - **Actioned**
 - 5.6** F&GP/22/27.1 Clerk to complete responses to outstanding FOI decision notices – **Actioned**
 - 5.7** F&GP/22/27.1 Clerks office to complete outstanding publication of recent FOI requests onto SPC website – **Actioned**
 - 5.8** F&GP/22/28.1 Clerk to send out 'Empowering Communities' sessions to Cllrs as and when they become available- **Actioned**
 - 5.9** F&GP/22/28.2 F&GP Chair to attend the internal audit dated 23rd November – **Actioned/ item 7.4**
 - 5.10** F&GP/22/29.1 Clerk to inform if clock tower deeds been sought by SPC Solicitors - **Actioned**
- 6.0 FINANCIAL MATTERS** – *(Supporting papers)*
 - 6.1** To approve the list of SPC payments for November 2022
 - 6.2** To agree F&GP Income & Expenditure reports for November 2022
 - 6.3** To receive an update from the clerk on the latest position regarding the SPC 2022/23 Action Plan
 - 6.4** To discuss and agree the F&GP draft budget for 2023/24 as per supporting papers
 - 6.5** To discuss SPC project priorities for 2023/24, and draft agreement for 2023/24 SPC Precept

7.0 GOVERNANCE MATTERS – (Supporting papers)

- 7.1** To discuss and agree the SPC Street cleaning contract details for 2023 – 2026 and timeline for applications
- 7.2** To discuss and agree the SPC Grass cutting contract details for 2023 – 2026, and timeline for applications
- 7.3** To discuss and agree two members who will open contract tenders with Clerk and make recommendations to an F&GP EOM Meeting.
- 7.4** Report on Internal Audit attendance by the Chair of F&GP and to subsequently agree the Internal Audit report and any actions that may arise
- 7.5** To agree Cllr representation at the Newham Lane Car Park working party meeting due on the 15th December

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/22/15.10 Clerks office to produce an interim Land and Asset register whilst waiting for Registry search to be completed via the SPC solicitors

9.0 INFORMATION/CORRESPONDENCE ITEMS

- 9.1** None at time of publication

10.0 DATE OF NEXT MEETING – 10th January 2023

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