

Published 4th January 2023

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 10th JANUARY 2023 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 9th January 2023.*
- 4.0 MINUTES.** To agree the Draft minutes for the meeting held on the 13th December 2022 as a true and fair record
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** F&GP/22/37.4 Clerk to bring back agreed committee draft budgets for final F&GP decision – **Actioned / See item 6.5**
 - 5.2** F&GP/22/37.5 SPC project priorities and Draft Budget brought back for final agreement – **See item 6.5 & 6.6**
 - 5.3** F&GP/22/38.1 SPC Street cleaning contract 2023 – 26 details amended – **Actioned**
 - 5.4** F&GP/22/38.1 SPC Street Cleaning contract application process enabled – **Actioned / See item 7.3**
 - 5.5** F&GP/22/38.2 SPC Grass cutting contract amended and application process enabled – **Actioned / See item 7.3**
 - 5.6** F&GP/22/38.4 SPC midterm audit letter approval processed by Clerk – **Actioned**
 - 5.7** F&GP/22/38.4 Audit letter recommendation – notification agreed at last meeting – **Actioned**
 - 5.8** F&GP/22/38.5 Newman's Gardens Proposed Car Park Development working party convened – **Actioned / See item 7.4**
- 6.0 FINANCIAL MATTERS** – *(Supporting papers)*
 - 6.1** To approve the list of SPC payments for December 2022
 - 6.2** To agree F&GP Income & Expenditure reports for December 2022
 - 6.3** To discuss and agree a request for grant funding from the 'Steyning for Trees group' - £120 for Tree Guard.
 - 6.4** To receive an update from the clerk on the latest position regarding the SPC 2022/23 Action Plan
 - 6.5** To discuss and agree the SPC Consolidated Budget papers for the next financial year 2023/24, which includes the Precept figure, for recommendation to SPC Full Council.
 - 6.6** To discuss and agree to postpone 2023/24 SPC Project setting arrangements and Year End Earmarked reserves until external funding applications are determined

7.0 GOVERNANCE MATTERS – (Supporting papers)

- 7.1** Update concerning the Joint Parishes Youth Contract 2023 – 2026
- 7.2** Update concerning the Steyning Clock Tower Project
- 7.3** Update concerning the SPC Grass cutting and Street Cleaning contract selection process
- 7.4** Update concerning the proposed Newman's Gardens Car Park development
- 7.5** To discuss what could be included in the pre-election publicity leaflet

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
- 8.2** F&GP/22/38.3 Clerk, Deputy Clerk and Chair & Vice Chair of F&GP to open SPC contracts at working party meeting.

9.0 INFORMATION/CORRESPONDENCE ITEMS

- 9.1** None at time of publication

10.0 DATE OF NEXT MEETING – 14th March 2023

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