

Published 8th November 2023

TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Cllrs S. Alexander (Chair), R. Bell (Vice), Norcross, Trundle, Ballance, Foxwell, Sharp, I. Alexander and Campbell.

YOU ARE HEREBY SUMMONED TO A MEETING OF THIS COMMITTEE

TO BE HELD ON TUESDAY 14th NOVEMBER 2023 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 12th November 2023.*
- 4.0 MINUTES.** To agree the Draft minutes for the meeting held on the 12th September 2023 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS** - These items to be taken as read
 - 5.1** F&GP/23/30.3 Allotment Association to receive grant funding monies – **Actioned**
 - 5.2** F&GP/23/31.1 Community Award invitation for nominations to be publicised in Your Steyping – **Actioned**
 - 5.3** F&GP/23/31.2 Chairmans Function to be arranged – **Actioned**
 - 5.4** F&GP/23/31.3 SPC Budget Setting timetable to be rolled out – **Actioned**
 - 5.5** F&GP/23/31.5 To update SPC 23/24 Action Plan on Web Site and include amendments – **Actioned / See item 7.4**
 - 5.6** F&GP/23/31.6 Lamp post testing invoice processed – **Actioned**
 - 5.7** F&GP/23/32.1 FOI panel to be convened to deal with outstanding FOI review requests – **Actioned / See item 8.1**
 - 5.8** F&GP/22/68.1 F&GP request SPC Full Council obtain the 'power of competence' – **Actioned**
 - 5.9** F&GP/22/68.1 Clerk to reconvene a CCTV working party – **Actioned / See item 7.3**
- 6.0 FINANCIAL MATTERS – (Supporting papers)**
 - 6.1** To approve the list of SPC payments for September and October 2023
 - 6.2** To agree F&GP Income & Expenditure reports for September and October 2023
 - 6.3** To consider the first draft F&GP budget for 2024
 - 6.4** To discuss and agree the NALC agreed pay awards for SPC salaried / part-time staff
- 7.0 GOVERNANCE AND COMMUNITY MATTERS – (Supporting papers)**
 - 7.1** To discuss the internal audit report and agree any subsequent actions
 - 7.2** To discuss and agree an updated SPC Assets Register
 - 7.3** Cllr S Alexander to update on the CCTV working party progress to date
 - 7.4** To update and consider progress on the 2023/24 SPC Action Plan and agree any subsequent actions.

8.0 DATA PROTECTION AND FREEDOM OF INFORMATION – (Supporting papers)

8.1 Update from the Clerk relating to Data Protection and Freedom of Information requests and agree any actions

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/22/15.10 Clerks office waiting for Land registry searches to be completed to enable updating of the SPC Land and Asset register
- 9.2** F&GP/23/8.2 Community Engagement Sub Committee terms to be discussed by Working Practices Group
- 9.3** F&GP/23/18.3 Clerks office to enquire about Youth Service contract payment reimbursements
- 9.4** F&GP/23/31.6 Clerk to discuss joint approach to Lamp post testing with other Steyning Key Stakeholders

10.0 INFORMATION/CORRESPONDENCE ITEMS

10.1 None at time of publication

11.0 CONFIDENTIAL SESSION - 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 12 and 13 may involve disclosure of personal or privileged information which would be inappropriate to put in the public domain

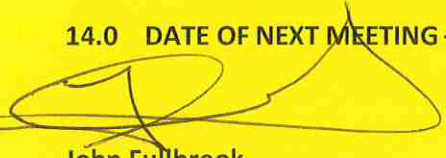
12.0 SPC GRASS CUTTING CONTRACT – (Supporting papers)

12.1 To consider the recommendation from Community Committee concerning the current grass cutting contract and agree any subsequent actions

13.0 SPC COMMUNITY AWARD – (Supporting papers)

13.1 To discuss and agree nominations for the Annual SPC Community awards

14.0 DATE OF NEXT MEETING – 12th December 2023



John Fullbrook,
Clerk to the Parish Council