

Published 5th March 2025

TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Cllrs Sharp (Chair), S Alexander (Vice), Norcross, Trundle, Ballance, Foxwell, M Alexander, I. Alexander and Johnson.

YOU ARE HEREBY SUMMONED TO A MEETING OF THIS COMMITTEE

TO BE HELD ON TUESDAY 11th MARCH 2025 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 thereafter 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 10th March 2025.*
- 4.0 MINUTES OF PREVIOUS MEETING.** To agree the Draft minutes for the meeting held on the 10th Dec. 2024 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS** - These items to be taken as read
 - 5.1** F&GP/24/42.3 Clerk to update and amend the 24/25 SPC Action Plan and bring back to F&GP – **Actioned/ Item 6.3**
 - 5.2** F&GP/24/42.4 Clerk and Chairman to update and amend the 25/26 proposed projects lists – **Actioned**
 - 5.3** F&GP/24/42.5 Clerk to draft Youth MOU for next financial year – **Actioned/ See Item 6.6**
 - 5.4** F&GP/24/42.6 Clerk to draft consolidated SPC budget for 25/26 and bring back to F&GP – **Actioned/ See Item 6.5**
 - 5.5** F&GP/24/42.7 Clerk to communicate with HDC heritage officer concerning High St Clock redecorative works – **Actioned**
 - 5.6** F&GP/24/42.8 Clerk to inform HDC regards commitment to next Wardens program for next three years - **Actioned**
 - 5.7** F&GP/24/43.1 Neighbourhood Plan volunteer advert to be published/ distributed – **Actioned**
 - 5.8** F&GP/24/43.1 Parking permit leaflets amended, printed and distributed – **Actioned**
 - 5.9** F&GP/24/43.2 External Audit Report and notification for 22/23 published – **Actioned**
 - 5.10** F&GP/24/43.3 The SPC 23/24 SDNP Cil Report to be published on the SPC website – **Actioned**
 - 5.11** F&GP/24/43.5 Councillors complete a response to the remote meetings consultation, then clerk to compile a response based on majority views and to submit a council response – **Actioned**
 - 5.12** F&GP/24/44.1 FOI response to be loaded onto SPC website – **Actioned**
 - 5.13** F&GP/24/13.1 Clock Tower working party to convene in efforts to locate relevant documentation - **Actioned**
 - 5.14** F&GP/24/43.1 Community Engagement working party to convene to discuss SPC website upgrades – **See item 7.2**
- 6.0 FINANCIAL AND CONTRACTURAL MATTERS – (Supporting papers)**
 - 6.1** To approve the list of SPC payments for November '24, December '24, and January 2025.
 - 6.2** To agree F&GP Income & Expenditure reports for November '24, December '24, and January 2025.
 - 6.3** Update from the Clerk in consideration of the 2024/25 SPC Action Plan.

- 6.4 To consider a number of grant applications for possible SPC support as per detailed within supporting papers and to agree the year end commitment
- 6.5 To consider the Cricket Club's future Lease arrangements and need for amendment and renewal of this Lease in the light of the Clubs desire to have the clubhouse redeveloped.
- 6.6 To discuss and agree MPF Licence for trading agreements as per supporting papers.
- 6.7 To consider the new draft Wardens three year contract, and agree any actions.
- 6.8 Report on the Town Clock, and Tower renovations from the Clerk, to receive and recommend for payment the associated invoice and agree any other actions
- 6.9 To discuss and agree Earmarking of SPC reserves as per supporting papers
- 6.10 To approve Vintage Years annual Grant request

7.0 GOVERNANCE AND COMMUNITY MATTERS – (Supporting papers)

- 7.1 To consider a possible hand over of the 3 x digital screens installations from HDC, and agree any actions.
- 7.2 To consider the work undertaken, following the meeting and recommendations from the Community Engagement Group, and to agree the next message/s for the group to be working on.
- 7.3 Consultation response to be considered and agreed for a Permissive Path proposal
- 7.4 To discuss and agree a letter of support to accompany a grant application to the South Downs National Park in relation to the Interpretation boards project on the MPF.

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/23/67.5 The need for an out of hours security call out service for the Steyning Centre to be discussed
- 8.2 F&GP/24/08.2 CCTV project to be further discussed with contractors on site

9.0 INFORMATION/CORRESPONDENCE ITEMS

- 9.1 None at time of printing

10.0 DATE OF NEXT MEETING – 13th May 2025

John Fullbrook,
Clerk to the Parish Council