

1.1 Finance, General Purposes Committee

All matters (except for creating Council Policy) relating to:

- 1.1.1** Those responsibilities delegated in the absence of the Parish Clerk at the table referred to in 3.2.1
- 1.1.2** Review of budget position
- 1.1.3** To recommend and oversee the Council's Reserves policy.
- 1.1.4** Consideration of annual budget request from all standing Committees for recommendation to Council and to recommend to Council the precept for next financial year
- 1.1.5** Approval and award of grants and donations.
- 1.1.6** Ensure the Council meets its obligations to HMRC
- 1.1.7** Approval of expenditure within the budget set for the committee up to a limit of £5,000 on any single item and any expenditure beyond the limit to be recommended to Council for approval, as per 4.1 of the financial regulations , see appendix 1.
- 1.1.8** Monitor the availability of section 106 and CIL Funds and make recommendations to Council on non-Council applications for S106 and CIL Funding
- 1.1.9** Consider and agree recommendations to Council on action to all Internal & External Audit reports
- 1.1.10** Approval of Risk management strategy and review annual insurance policies.
- 1.1.11** Review and agree all contractual matters regarding leases on the buildings owned by the Council or, land owned by the Council on which buildings are situated.
- 1.1.12** Review annually the Council's Fixed Asset Register and ensure that insurance cover is adequate.
- 1.1.13** Oversee all maintenance contracts and where necessary make recommendations to Full Council.
- 1.1.14** Review and make recommendations to Council on Standing Orders, all policies and protocols and other legal, administration or accounting matters.
- 1.1.15** Oversee the Council's media
- 1.1.16** Neighbourhood Wardens
- 1.1.17** To delegate authority to the Proper Officer actions as it deems necessary to ensure that the Council's decisions are carried out

efficiently and expediently and to ensure that the Proper officer reports back to the Council on what actions have been taken on its behalf.

1.1.18 Matters specifically delegated by the Council or, any other committee

1.1.19 More generally, to deal with any matter that it would serve to benefit the Council, by this committee making decisions related to Steyning Parish Council Finance and Governance that have not already been stated above, and as per agreed to be placed on an Agenda by the Clerk and the Committee's Chair.