

TO: ALL MEMBERS OF THE FINANCE & COMMUNITY COMMITTEE YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON TUESDAY 6th NOVEMBER 2012 AT 7.30 PM AT THE STEYNING CENTRE

A G E N D A

- 1. APOLOGIES** – to receive apologies and reasons for absence
- 2. DECLARATIONS** – to receive Councillors declarations of interest in items on the agenda
- 3. MINUTES** – to agree and sign the minutes of the meeting held on 4th September 2012. (There was no October meeting).
- 4. MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from the last meeting.
- 5. NEIGHBOURHOOD WARDEN SCHEME REPORT/LAT REPORT -**
 - to receive the Neighbourhood Wardens report
- 6. QUESTIONS FROM THE FLOOR**
 - to receive questions from members of the public
- 7. INFORMATION ITEMS**
 - To receive information regarding Council Tax benefit arrangements.
 - To receive information regarding Council Tax increases
- 8. STEYNING CENTRE MANAGEMENT GROUP**
 - to receive a report from the Steyning Centre Management Group
- 9. ITEMS FROM COMMITTEE MEETINGS** – items requiring financial approval or actions from this Committee.
- 10. APPLICATIONS FOR GRANT AID**
 - Royal British Legion
 - Steyning in Bloom
 - Outset Youth Action
 - The Purple Bus
- 11. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
- 12. FINANCE AND STATEMENT OF ACCOUNTS**
 - to receive details of financial report for September & October & petty cash payments
 - Budgets 2013/14, to discuss and begin the process of setting the budgets.

- 13. YOUTH PROVISION**
 - to receive a report on progress and agree action
- 14. STANDING ORDERS**
 - to discuss and agree website publications and ICO review of Parish Council publication scheme.
 - to discuss and agree publication of councillor information
- 15. CODE OF CONDUCT**
 - to agree minor revision to the Code of Conduct regarding member participation in setting precept.
 - to receive information regarding Disclosure of Pecuniary interests declared at a meeting.
- 16. CORRESPONDENCE** – to read and discuss incoming correspondence
 - Itr from 4 Sight
 - RBS Software information on new prices for 2013/14
 - SALC subscriptions 2013/14
 - Snack Wagon – email HDC re: visits
- 17. COMMUNITY INFRASTRUCTURE LEVY**
- 18. CONFIDENTIAL – Due to the nature of the business the Chairman will propose that the next item be taken under Standing Order 1(d) and that the press and public be excluded.**
 - to discuss and agree Millennium Community Awards for 2012
 - to discuss and agree action Clerk and Deputy Clerk current additional workload
- 19. DATE OF NEXT MEETING :Tuesday 4th December 2012 at 7.30pm.**

Sue Booth
Clerk to the Council

Please Note: The public have a right and are welcome to attend this and any of the Parish Council committee meetings.

The public do not have a right to speak at meetings but Steyning Parish Council allocates a short time on each Agenda for public participation ("Questions from the floor"), and the Chairman will invite questions or comment on Agenda items at this point in the meeting.

CORRESPONDENCE