

TO: ALL MEMBERS OF THE FINANCE & COMMUNITY COMMITTEE YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON TUESDAY 7th October 2014 AT 7.30 PM AT THE STEYNING CENTRE

“The Council, members of the public and the press may record/film/photograph this meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed, recorded or photographed should advise the Clerk (in advance,) who will instruct that they are not to be included in the process.”

QUESTIONS FROM THE FLOOR:

A G E N D A

- 1. APOLOGIES** – to receive and consider apologies 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 Finance & Community Committee meeting held on 2nd September 2014.
- 4. MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from the last meeting.
- 5. NEIGHBOURHOOD WARDEN SCHEME REPORT/LAT REPORT**
 - 5.1** To receive the Neighbourhood Wardens report
 - 5.2** To receive Local Action Team (LAT) report
- 6. INFORMATION ITEMS**
 - 6.1** Review of the Parish Council website
- 7. STEYNING CENTRE MANAGEMENT GROUP**
 - 7.1** To receive an update on Steyning Centre issues.
- 8. ITEMS FROM COMMITTEE MEETINGS** – items requiring financial approval or actions from this Committee
- 9. GRANT REQUESTS**
 - 9.1** Royal British Legion request a grant to cover hall hire costs
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- 10. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

11. FINANCE AND STATEMENT OF ACCOUNTS

- 11.1** To receive and agree details of the Finance & Expenditure Report, Payments List and Petty Cash payments for September 2014
- 11.2** To receive and adopt the External Auditors report.
- 11.3** To discuss and agree purchase of replacement office laptop and monitor for the MPF CCTV system.
- 11.4** To agree cost of producing Conservation Area document.

12. ISOLATION AND LONLINESS / PRIDE OF PLACE

- 12.1** Update on progress and feedback from initial meeting.
- 12.2** Discuss and agree the provision of a booklet to be included in Your Steyning.

13. COMMUNITY INFRASTRUCTURE LEVY

- 14. DATE OF NEXT MEETING:** Tuesday 4th November 2014 at 7.30pm.

Rebecca Luckin
Clerk to the Council

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING