

TO: ALL MEMBERS OF THE FINANCE & COMMUNITY COMMITTEE YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON TUESDAY 2nd September 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 5th August 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 Clerk to report to Committee on current Freedom of Information requests.
 - 6.2 New Clerk to attend the SALC Clerk’s Networking day on 7th October.
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. **PROCEDURES**
 - 9.1 To agree new Clerk to be added as signatory to the Parish Council bank account.

- 9.2 To agree new Clerk to be admitted to the Local Government Pension Scheme in accordance with Parish Council practice.
- 9.3 To agree the official date for the handover of role of Clerk to Steyning Parish Council.

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 July and August 2014
- 11.2 To discuss and agree investment opportunity for Parish Council funds.

12. COMMUNITY INFRASTRUCTURE LEVY

13. DATE OF NEXT MEETING: Tuesday 7th October 2014 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 only at this point in the meeting.