

**TO: ALL COUNCILLORS - YOU ARE HEREBY SUMMONED TO A MEETING OF
THE FULL PARISH COUNCIL TO BE HELD ON
MONDAY 8th June 2015 AT 7.30 PM IN THE STEYNING CENTRE**

Following the Local Audit and Accountability Act 2014, and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have a right to film/record the meetings of Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning Parish Council, they give their consent to being filmed/recorded by other members of the public, if such activity is taking place. Any equipment plugged into the main electrical power supply of the Steyning Centre must be PAT tested.

QUESTIONS FROM MEMBERS OF THE PUBLIC:

A G E N D A

- 1. APOLOGIES FOR ABSENCE** – to receive and consider apologies for absence.
- 2. DECLARATIONS OF ABSENCE AND DISPENSATIONS** – to receive Councillors' declarations of interest on items on the agenda and agree dispensations.
- 3. CO-OPTION OF COUNCILLORS** – currently four vacancies for Councillors exist, to be filled by co-option. At the time of printing the nominees are:
Mr Steve Northam
Mr Brian Picking
Mr Charlie Bean
Mrs Michelle Syred
Mrs Deborah Hanson
Nominees will be given the opportunity to provide a brief verbal statement, prior to a vote being taken.
- 4. MINUTES OF THE PREVIOUS MEETING** – to agree and sign the minutes of the meeting of 18th May 2015.
- 5. MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from previous meetings.
- 5.1 (FULL/8.)** To agree appointment of further Committee members, following co-option of members.
- 6. POLICE, NEIGHBOURHOOD WARDEN AND YOUTH WORKER REPORTS**
To receive updates on current issues.
- 7. NEIGHBOURHOOD PLAN**
To receive an update on progress.

- 8. COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS** – to receive and adopt Committee Minutes and authorise expenditure for the previous period and to consider other matters in relation to Committees.
- 8.1 Finance & Community Committee** – Minutes of 2nd June 2015.
 - 8.1 a)** To receive the Internal Auditor’s report.
 - 8.1 b)** To agree the Annual Return Statement for 31.03.15 and sign.
 - 8.1 c)** To agree the Annual Governance Statement for 31.03.15 and sign.
 - 8.1 d)** Following adoption of NALC Financial Regulations, to consider and agree Parish Council use of online banking.
 - 8.1 e)** To consider and agree to ‘vire’ funds from one budget cost centre to another.
 - 8.1 f)** To consider and agree the ICO Publication Scheme – following ICO model
 - 8.1 g)** To consider and agree a Staff Discipline Policy – following SLCC model.
 - 8.1 h)** To consider and agree a Staff Grievance Policy – following SLCC model.
 - 8.1 i)** To consider and agree a Dignity at Work Policy.
 - 8.1 j)** To consider and agree a Communications Protocol.
- 8.2 Playing Fields Committee** – Minutes of 26th May 2015.
- 8.3 Planning Committee** – Minutes of 26th May, 2nd June 2015.
- 9. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**
- 10. ITEMS FOR PRESS RELEASE**
- 11. INFORMATION** – to report on any information items.
- 12. CORRESPONDENCE** – to note items of correspondence.
- 13. MEETING DATES**
 - 13.1 Date of next Full Parish Council Meeting – Monday 13th July 2015.**

Rebecca Luckin
Clerk to the Council

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