

# Steypning Parish Council



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## MEETING OF FINANCE AND COMMUNITY COMMITTEE HELD ON 4th OCTOBER 2016 AT 7.45 PM IN THE STEYNING CENTRE

Present : Cllrs Bowell, Lloyd, Willett, Muncey, Goldsmith, G. Sullivan

Clerk : Carol Stephenson

Members of the Public : 3

### MINUTES

F&C/16/68	APOLOGIES	ACTION
68.1	Cllrs Northam, Syred, Muggridge	
F&C/16/69	DECLARATIONS OF INTEREST AND DISPENSATIONS	
69.1	Cllr Bowell SAYS	
F&C/16/70	QUESTIONS FROM THE FLOOR	
70.1	Mr Cree – is it right that charges are being made to attend a youth club run by SAYS hub, bearing in mind that these are set up to encourage in particular those from deprived background ? Cllr Bowell replied that he would look into this.	PB
70.2	Mr Cree – regarding item 8 - is there a MOU/agreement between the 4 parishes intending to make use of section 106 monies for housing purposes ? Cllrs Bowell and Willett advised that such monies are awarded to the Parish where the development is taking place.	
70.3	Mr Cree – would like to see list of expenditure for August 2016 uploaded to the web site. Clerk to action at the earliest opportunity.	Clerk
F&C/16/71	MINUTES OF PREVIOUS MEETING	
71.1	Cllr Bowell <b>proposed</b> and Cllr Willett <b>seconded</b> that they be accepted as a true record of the meeting held on 6.9.16. <b>Agreed</b>	



Parish Clerk: Carol Stephenson  
Deputy Clerk: Hazel Roxby

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<b>F&amp;C/16/72</b>	<b>MATTERS ARISING AND ACTIONS</b>	<b>Action</b>
<b>72.1</b>	Items 5.1 – 5.15 – noted as per agenda	
<b>F&amp;C/16/73</b>	<b>SAYS</b>	
<b>73.1</b>	Cllr Bowell advised awaiting further information from Horsham Matters and of a meeting of the SAYS Management Group on 6.10.16. Figures circulated at the meeting were unclear and need to be clarified in time for Full Council on 10.10.16. Cllr Syred be asked to provide. Noticed SAYS MOU not on agenda for 6.10.16. Cllr Bowell/Syred to look into lead in time to give notice to SAYS Charity - contract ends on 31.3.17. Still a delay receiving SAYS Management Cttee minutes. Clerk advised website is up to date with all those provided. Cllrs seek assurance that everything that needs to be done regarding SAYS is being done. Cllr Lloyd expressed some concern may not have financial information in time for SPC budget discussion In November. May require additional cttee meeting when information is received. Still to discuss membership of Management Cttee. Has the council been reimbursed for anything ? Who is clerk/secretary for SAYS meetings ?	<b>MS</b> <b>MS/PB</b>
<b>F&amp;C/16/74</b>	<b>BUDGETS 2017/18</b>	
<b>74.1</b>	Clerk advised budget papers had been provided to all chairs and meetings are in hand for Clerk/Chairs to discuss draft budgets. Ideally draft SPC budget to be considered in November but acknowledged may be December while SPC is awaiting further information on various items. Cllr Muncey to work with Clerk on salary budget figures for 2017/18. Agreed budgets should compliment council's business plan going forward – Cllr Syred to consider	<b>Clerk/Chairs</b> <b>GM/Clerk</b> <b>MS</b>
<b>F&amp;C/16/75</b>	<b>SECTION 106 MONIES</b>	
<b>75.1</b>	Confirmation received and circulated to members regarding available Sec 106 monies to SPC. Clerk to ask HDC if the funds can be used for Playground equipment and CCTV. Each Chair to arrange to meetings to discuss their budgets and any potential projects that could benefit from using sec 106 monies.	<b>Clerk</b> <b>Chairs</b>
<b>F&amp;C/16/76</b>	<b>ANY ITEMS FROM COMMITTEE MEETINGS</b>	
<b>76.1</b>	Playing Field Cttee - Rublees allotments – costs ranging between £7k - £11k as SPC contribution towards proposed fence. To be discussed further at next meeting on 11.10.16 and then considered by Full Council. Noted. Cllr Lloyd <b>proposed</b> and Cllr Goldsmith <b>seconded</b> the grant awarded to SOG of up to £200. <b>Agreed</b> . Cllrs acknowledged expenditure of £176 on repairs to toilets at MPF from Playing Field cttee budgets. Clerk to liaise with Cllr Lloyd re water bills for changing room and to look into timing solutions to turn off water supply in this location. Highway and Lighting Cttee – Cllr Muncey advised met with HDC 3.10.16 and have agreed to go ahead with letting of proposed contract for street cleaning/litter for 2017 onwards. Depending on outcome, may be significant financial implications for the council going forward, won't be known until December 2016. Clerk to ask HDC cost of living increases being applied for 2017/18.	<b>TL</b> <b>TL/Clerk</b> <b>Clerk</b>

<b>F&amp;C/16/77</b>	<b>FINANCE MATTERS</b>	<b>ACTION</b>
<b>77.1</b>	Cllr Lloyd <b>proposed</b> and Cllr Muncey <b>seconded</b> that the Income and Expenditure figures for August 2016 be accepted. <b>Agreed.</b> Clerk to add notes to future reports	<b>Clerk</b>
<b>77.2</b>	Clerk advised of need to ensure there is budget provision made each year for Election purposes. Noted	<b>ALL</b>
<b>F&amp;C/16/78</b>	<b>INFORMATION AND CORRESPONDENCE ITEMS</b>	
<b>78.1</b>	Cllr Goldsmith advised of shop premises in High Street willing to have an ATM fitted. Cllr Bowell advised they will need to progress themselves e.g. obtaining the necessary planning permission etc	
<b>F&amp;C/16/79</b>	<b>DATE OF NEXT MEETING – 7.45pm on 1<sup>st</sup> November 2016</b>	<b>ALL</b>
	Due to confidential nature of next items Cllr Bowell <b>proposed</b> and Cllr Lloyd <b>seconded</b> that these be discussed in confidential session. <b>Agreed</b>	
<b>F&amp;C/16/80</b>	CCTV – Cllr Goldsmith advised still awaiting quote following site visit and will continue to chase. Agreed for Cllr Goldsmith to ask if Fletchers Croft can be added to quote. Cllrs Goldsmith, G. Sullivan and Lloyd to meet once prices received and then report back to Full Council with recommendations. To include Capital and Revenue costs. Are there any grants available to help with this ? As above, Clerk to ask HDC if Sec 106 monies can be used for CCTV	<b>RG</b> <b>RG</b> <b>RG/GS/TL</b>
	Clerk advised of purpose and content of next item, at which point Cllrs Goldsmith and G Sullivan declared an interest and left the room.	<b>Clerk</b>
<b>F&amp;C/16/81</b>	<b>LEGAL COSTS</b>	
<b>81.1</b>	Cllrs noted costs to date	

Meeting closed at 9.15pm

Signed ..... Dated 1<sup>st</sup> November 2016  
Chairman F&C Cttee

