

Steyning Parish Council



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**MEETING OF FINANCE AND GENERAL PURPOSES COMMITTEE
HELD ON 10th October 2017 AT 7.30PM
IN THE STEYNING CENTRE**

Present : Cllrs Goldsmith, Lloyd, Syred, Bowell and Pearcey.

Clerk: John Fullbrook

Members of the Public in attendance: 2

DRAFT MINUTES

ACTIONS

F&GP/17/43 APOLOGIES FOR ABSENCE

43.1 *There were apologies received from Cllrs Muggridge, Trundle, Willett, and Northam*

F&GP/17/44 DECLARATIONS OF INTEREST AND DISPENSATIONS

44.1 There were no declarations of Interest from Cllrs.

F&GP/17/45 QUESTIONS FROM THE FLOOR

45.1 Mr Trevor Cree asked

QUESTION 1: In reference to Item 9.4 on the Agenda - *Will the F & GP committee and the full SPC council give serious consideration over the coming 12 months to redirecting the £41,000 that is currently spent on the wardens into activities that really do make a measurable impact on our community?*

Response – Cllr Pearcey said that everything will be given due consideration as we look at Budgets into next year.

F&GP/17/46 MINUTES OF PREVIOUS MEETING

46.1 Cllr Pearcey **proposed** and Cllr Bowell **seconded** that the minutes for the meeting held on 14th September 2017 be accepted as a true record of the proceedings. **Agreed**

F&GP/17/47 MATTERS ARISING AND ACTIONS

47.1 F&GP/17/39.3 Deed of Variation of Lease on High Street Toilets – update. We owed £460 and despite regular emails to chase HDC for an invoice from last year, still not arrived – latest issue being they have changed the finance package and their staff require further training.

CLERK

Clerk to insist they close books on last year and get invoice to us.

- 47.2** F&GP/17/39.4 Telephony. Investigation of alternative provider update from Clerk. Clerk had meeting with resident IT expert to ensure there were no other issues involved should we merely change the provider – He is emailing line details and then Clerk can interrogate existing supplier. **CLERK**
- 47.3** F&GP/17/39.5 Steyning in Bloom. Clerk has met with the treasurer and received their cheque to cover their part of the Flower supplier invoice – There is one more small invoice to come which SIB will cover in its entirety and then financially anyway that is this current year cleared.
- 47.4** F&GP/17/39.6 Bowling club lease – Clerk spoken with Bowls Club secretary to begin work on the lease and has asked for his committee to report from their point of view issues with the current Lease to give us a starting point **CLERK**
- 47.5** F&GP/17/41.1 Chairs and Clerks training - Clerk is organising this training with Mr Leggo who some will be aware has been off ill for some time, but came back to work last week – He is catching up obviously and has therefore not as yet proffered a date for this course **CLERK**
- F&GP/17/48** **PAYMENTS LIST 2017-18**
- 48.1** To approve list of payments made by the council 1.9.17 – 21.9.17. Cllr Pearcey **proposed, seconded by** Cllr Lloyd that the list of payments for September 2017 be agreed. **Agreed.**
- F&GP/17/49** **JOINT PARISHES CEMETRY COMMITTEE**
- 49.1** The land that was being considered for purchase is now in a trust and the committee while not giving up on this are also looking elsewhere.
- 49.2** Springwells ownership – Clerk to call **CLERK**
- F&GP/17/50** **ANY ITEMS FROM COMMITTEE MEETINGS**
- 50.1** **Premises Committee**
Roof lights discussed
- 50.2** **Amenities Committee**
None
- F&GP/17/51** **FINANCIAL MATTERS**
- 51.1** Income & Expenditure Report for September 2017. Clerk to check on Salaries to see if increase above budget line was due to outsourcing. A meeting is due between chairs before end of month – Clerk to arrange. Reports to come back for next meeting **CLERK**
- 52.2** Clerk started CiLCA Course on Monday 9th and will have a maximum of one year to complete it
- 52.3** Precept payment from HDC for second half of year has been received

52.4 Budgets for the Year will be being discussed at the next round of committees and to start this discussion Chairs will be meeting [on the 31st October] Clerk to email Councillors for consideration of next year's Projects **CLERK**

F&GP/17/53 ALLOTMENTS

53.1 Only two Contracts outstanding and letters have gone out to chase their signatures

F&GP/17/54 INFORMATION/CORRESPONDANCE ITEMS

54.1 Nominations for Millennium award – Nominations to Clerk by 7th November

54.2 Data Protection regulations – To be discussed further at Full Council Meeting

F&GP/17/55 CONFIDENTIAL SESSION

55.1 Cllr Pearcey **proposed** and Cllr Lloyd **seconded** to go into Confidential session. **Agreed**

55.2 Discussed street cleaning contract arrangements. - Will check once again our contract in detail, will check with other Parishes and HDC And the grant received. **CLERK**

55.3 Until further notice this committee will monitor and report on street cleaning contract – The intention is to work through difficulties with contractor. **CLERK**

The Chairman closed the meeting at 9.07pm

F&GP/17/56 DATE OF NEXT MEETING 14TH November 2017

Signed Date 14th November
Chairman of F&GP Committee