

# Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,  
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**TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**  
Cllr Pearcey, Cllr Bowell, Cllr Northam, Cllr Lloyd, Cllr Willett, Cllr Muggeridge, Cllr Goldsmith,  
Cllr Trundle and Cllr Syred.

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE  
TO BE HELD ON TUESDAY 9<sup>TH</sup> JANUARY 2018 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 the 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 in to the main electrical power supply of the Steyning Centre must be PAT tested.*

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

## AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST** – disclosure by councillors of personal interests in matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR - PUBLIC PARTICIPATION.** Up to 15 minutes (2 minutes per person), will be allowed for the public to make representations, answer questions or give evidence **in respect of any item of business included in the agenda**, in accordance with standing orders.
- 4.0 MINUTES.** To accept the minutes of the meetings held on 12<sup>th</sup> December 2017 as a correct record.
- 5.0 MATTERS ARISING AND ACTIONS**
  - 5.1** F&GP/17/74.1 Telephony Investigation of alternative provider – see Agenda item
  - 5.2** F&GP/17/74.2 Bowling Club Lease - ongoing
  - 5.3** F&GP/17/74.3 Chairs and Clerks training – now for all Councillors – Clerk Actioned
  - 5.4** F&GP/17/74.4 Springwells ownership – Cllr Bowell to update
  - 5.5** F&GP/17/74.5 HDC Grants re street cleansing grant – ongoing
  - 5.6** F&GP/17/74.10.1 Neighbourhood wardens committee representation – Actioned
  - 5.7** F&GP/17/74.10.2 Question relating to Wardens scheme start-up funding – ongoing



Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

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- 5.8 F&GP/17/75.1 Payments list to include transfers between savings and current account - Clerk Actioned
- 5.9 F&GP/17/77.1 Approval to proceed with two Premises expenses – Clerk Actioned
- 5.10 F&GP/17/79.1 Barclays account signatory to change – ongoing
- 5.11 F&GP/17/79.2 Finance matters – query on Salaries outsourcing – see item 9.1
- 5.12 F&GP/17/79.3 Finance matters – query on Projects – see item 9.1
- 5.13 F&GP/17/79.4 Finance matters – query on I&E reports – see item 9.1
- 5.14 F&GP/17/79.5 Finance matters – Budgets for next year – see item 9.3
- 5.15 F&GP/17/79.6 Finance matters – Projects for next year – Clerk to update
- 5.16 F&GP/17/80.1 Grant request from Steyning Chamber of Commerce – Clerk actioned
- 5.17 F&GP/17/80.2 Grant request from Steyning Community Orchard – Clerk Actioned
- 5.18 F&GP/17/81.1 Youth Service provision – Clerk to update MOU and gain Full Council approval - Clerk Actioned
- 5.19 F&GP/17/82.1 Neighbourhood Wardens – Clerk to check previous agreement re next year’s budget – Clerk to update
- 5.20 F&GP/17/83.1 Data Protection – See item 10.1

## 6.0 PAYMENTS 2017/18

- 6.1 To approve list of payments made by the council 1.12.17 – 31.12.17 (Supporting paper)

## 7.0 JOINT PARISHES CEMETRY COMMITTEE UPDATE

- 7.1 Update from Cllr Bowell / Cllr Willett

## 8.0 ANY ITEMS FROM COMMITTEE MEETINGS

Items requiring financial approval or actions from this Committee

- 8.1 Premises Committee – Purchase of Coffee machine – see supporting paper
- 8.2 No Amenities Committee meeting has taken place since last F&GP meeting

## 9.0 FINANCIAL MATTERS

- 9.1 Questions answered from December meeting matters arising
- 9.2 To agree Income & Expenditure Report for December 2017 (supporting paper)
- 9.3 Budgets for next year – 2017/18 – See supporting papers
- 9.4 Small Grant assistance request for Brownies – see supporting paper

## 10.0 DATA PROTECTION

- 10.1 Financial considerations to cover this service - Clerk to update - see supporting paper

## 11.0 CCTV

- 11.1 Update from Clerk

## 12.0 STREET CLEANING CONTRACT MONITORING

- 12.1 Update from Clerk

## 13.0 SECTION 106 MONIES

- 13.1 Update from Clerk



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**14.0 TELEPHONY ALTERNATIVE PROVIDER**

**14.1** To agree the terms of the new Telephony provider – Clerk to report - see supporting papers

**15.0 STEYNING COUNCIL WEB SITE DEVELOPMENTS**

**15.1** Report from Cllr Picking via Clerk – See supporting paper

**16.0 PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT 2018/19 CONSULTATION**

**16.1** To consider a response to the pertinent questions raised in the consultation document – see supporting paper

**17.0 INFORMATION/CORRESPONDENCE ITEMS**

**17.1** Southern Transit – Adur Valley line route 3 Correspondence and request – see supporting paper

**18.0 DATE OF NEXT MEETING – 13<sup>th</sup> February 2018.**

**John Fullbrook**

**Clerk to the Parish Council**



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