

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
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**TO ALL MEMBERS OF THE FINANCE AND COMMUNITY COMMITTEE
YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE
TO BE HELD ON TUESDAY 1ST NOVEMBER 2016 AT 7.45 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 BUT WILL BE ASKED TO LEAVE BEFORE ITEM 14 DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS (Standing Order 3e applies)

AGENDA

- 1.0 ELECTION OF NEW CHAIRMAN – nominations**
- 2.0 ELECTION OF NEW VICE CHAIRMAN – if necessary - nominations**
- 3.0 APOLOGIES FOR ABSENCE – to receive and accept apologies for absence**
- 4.0 DECLARATIONS OF INTEREST AND DISPENSATIONS – to received Councillors declarations of interest in items on the agenda and consider any dispensations**
- 5.0 QUESTIONS FROM THE FLOOR**
- 6.0 MINUTES OF PREVIOUS MEETINGS – Councillors to agree and sign the minutes of the meeting held on 4.10.16**
- 7.0 MATTERS ARISING AND ACTIONS**
 - 7.1** F&C/16/70.1 – have replied to Mr Cree re entrance fees to youth centre
 - 7.2** F&C/16/70.3 – list of payments over £500 have been uploaded and are up to date
 - 7.3** F&C/16/73.1 – SAYS figures and lead in time to give notice to SAYS Charity – item 8 on this agenda
 - 7.4** F&C/16/74.1 - draft SPC budgets 17/18 on this agenda item 10 below
 - 7.5** F&C/16/75.1 – Sec 106 monies – item 9 on this agenda
 - 7.6** F&C/16/76.1 – have looked at water bills and timing solution for water management being Investigated - ongoing



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

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- 7.7** F&C/16/80 – CCTV item 15 on this agenda
- 7.8** F&C/16/58.2 – order has been placed for legionnaires risk assessment. Awaiting date for assessment.
- 8.0 SAYS**
- 8.1** Update, discuss and agree way forward with Horsham Matters and any financial implications for budgets 2017/18 and formation of new Joint Parishes Youth Committee
- 8.2** Risk assessment – email from Cllr Goldsmith
- 9.0 SEC 106 MONIES**
- 9.1** Discuss use of Sec 106 monies in light of email received from HDC
- 10.0 BUDGETS 2017/18**
- 10.1** Update
- 11.0 ANY ITEMS FROM COMMITTEE MEETINGS** items requiring financial approval or actions From this Committee
- 11.1** Playing Fields Committee - Rublees Allotments update following meeting with allotment holders held on 24.10.16 and Playing Field Cttee meeting held on 25.10.16
- 11.2** Highways and Lighting Committee - St cleaning/litter contract – update; rural car park survey update; flooring High St toilets update
- 11.3** Steyning Centre Committee – to discuss internal doors - cost and budget and way forward
- 12.0 FINANCIAL MATTERS**
- 12.1** To consider and agree Income & Expenditure Report for October 2016 –not available in time for this meeting
- 12.2** To consider and agree expenditure for new desk for admin assistant – current does meet H&S requirements
- 13.0 INFORMATION/CORRESPONDENCE ITEMS**
- 13.1** Mobile phone signal in Steyning - email

Due to the confidential nature of the following items, Chairman will propose that these be discussed in a confidential session - Standing Order 3e applies

- 14. MILLENNIUM AWARDS**
- 14.1** Consider nominations – confidential – to follow
- 15. CCTV**
- 15.1** Cllrs Lloyd, Goldsmith and G. Sullivan to provide update on quote received and discuss and agree way forward and any financial implications
- 16.0 DATE OF NEXT MEETING – 6th December 2016**

Carol Stephenson Clerk to the Parish Council



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