

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
West Sussex, BN44 3XZ

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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 10th JANUARY 2017 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 21 DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS (Standing Order 3e applies)

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST AND DISPENSATIONS** – to receive Councillors declarations of interest in items on the agenda and consider any dispensations
- 3.0 QUESTIONS FROM THE FLOOR**
- 4.0 MINUTES OF PREVIOUS MEETINGS** – Councillors to agree and sign the minutes of the meeting held on 6.12.16
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1** F&C/16/103.1 – SAYS - item 6 on this agenda.
 - 5.2** F&C/16/106.1 – Rublees allotment - item 8 on this agenda
 - 5.3** F&C/16/107.1 – existing contractor asked to continue existing street cleaning/litter contract until 31.3.17. New contract advertised w/c 12.12.16, closing date noon on 13.1.17.
 - 5.4** F&C/16/108.1 – review of rents & rooms charging on future agendas; Cllr Bowell has acknowledged possible demand on SPC budgets for Neighbourhood Plan process for 2017/18.
 - 5.5** F&C/16/109.1 – revised Standing Orders circulated to members and on web site.
 - 5.6** F&C/16/110.1 – new Freedom of Information Policy circulated to members and on web site.
 - 5.7** F&C/16/111.2 – rural car parks - item 9 on this agenda.
 - 5.8** F&C/16/112.5 – CAB receive use of room once a fortnight free of charge.



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

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- 6.0 SAYS**
- 6.1 Update including MOU, ongoing costs for 16/17 and beyond

- 7.0 PAYMENTS 2016/17**
- 7.1 To approve list of payments made by the council 1.12.16 – 31.12.16

- 8.0 RUBLEES ALLOTMENTS**
- 8.1 Financial update on fence project

- 9.0 RURAL CAR PARKS**
- 9.1 Update

- 10.0 STREET CLEANING/LITTER CONTRACT**
- 10.1 Update

- 11.0 GRASS CUTTING CONTRACT 2017 - 2020**
- 11.1 Update

- 12.0 LEGIONNAIRES REPORT**
- 12.1 Discuss reports and way forward

- 13.0 HDC ECONOMIC STRATEGY**
- 13.1 Comments

- 14.0 REVISED FINANCIAL REGULATIONS**
- 14.1 To agree revised Financial Regulations

- 15.0 ANY ITEMS FROM COMMITTEE MEETINGS** items requiring financial approval or actions from this Committee
- 15.1 Playing Fields Committee – 20.12.16
- 15.2 Steyning Centre Committee – 3.1.17
- 15.3 Planning Committee – 6.12.16 and 20.12.16 - I vacancy on Planning Committee

- 16.0 FINANCIAL MATTERS**
- 16.1 To agree Income & Expenditure Report for November and December 2016
- 16.2 Consider grant application from Citizens Advice Bureau. Previous grant £750 in October 2014.
- 16.3 To agree £55 for Councillor Training event – Cllr Pearcey
- 16.4 To agree SSALC Allotment/Cemetery training course for H. Roxby and Cllrs £40 per half day, £70 per whole day
- 16.5 To agree £250 registration fee for CilCA qualification for Clerk
- 16.6 To agree to add new administrative assistant to Local Government Pension Scheme
- 16.7 To note payment Ill Health Liability Insurance renewal premium £592.51

- 17.0 BUDGETS 2017/18**
- 17.1 Update

18.0 PREMISES COMMITTEE

18.1 Discuss possible formation of Premises Committee

19.0 FINANCIAL AND COMMUNITY COMMITTEE

19.1 To discuss start time for future meetings (for further discussion at Full Council on 16.1.17)

20.0 INFORMATION/CORRESPONDENCE ITEMS - none

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

21.0 CCTV

21.1 Update and financial estimate for 2017/18

22.0 DATE OF NEXT MEETING – 14th February 2017

C Stephenson

Carol Stephenson
Clerk to the Parish Council