

Steyning Parish Council



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

www.steyningpc.gov.uk
www.thesteyningcentre.co.uk

Telephone: 01903 812042

**TO: ALL MEMBERS OF THE FINANCE & COMMUNITY COMMITTEE
YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 5th April 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 a 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 used in the Steyning Centre and plugged into the main electrical supply must be PAT tested.

QUESTIONS FROM THE FLOOR:

A G E N D A

1. **APOLOGIES** – to receive and consider apologies for absence.
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS**
 - 2.1 To note Declarations of Interest
 - 2.2 To note Dispensations.
3. **MINUTES OF THE PREVIOUS MEETING** – to agree the minutes of the meeting of 1st March 2016.
4. **MATTERS ARISING AND ACTIONS** – to confirm matters arising and report actions from previous meetings.
 - 4.1 **(F&C/15/113.3) Neighbourhood Warden Service Level Agreement.** To note HDC response regarding amended agreement. Councillors to consider and agree response.
 - 4.2 **(F&C/15/113.3) Neighbourhood Warden Steering Group meeting update.**
 - 4.3 **(F&C/15/126.1) RBS Software update.**
5. **NEIGHBOURHOOD WARDEN REPORT** - to receive the Neighbourhood Wardens' report.
6. **ITEMS FROM COMMITTEE MEETINGS** – items requiring financial approval or actions from this Committee.
 - 6.1 **Highways & Lighting Committee** – Councillors to consider and agree request from H&L Committee that any unspent capital funds be placed in H&L Reserve for 16/17.
 - 6.2 **Playing Fields Committee** – Councillors to consider and agree request from Playing Fields Committee that any unspent capital funds be placed in Playing Fields Reserve for 16/17.
7. **FINANCE MATTERS**
 - 7.1 To consider and agree Income & Expenditure Report, Payments list and Petty Cash Expenditure for March 2016.



Parish Clerk: Rebecca Luckin
Deputy Clerk: Hazel Roxby

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- 7.2** Councillors to consider and agree to Deputy Clerk replacing outgoing Clerk as signatory on the Parish Council bank account.
- 8. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
- 8.1** Joint Parishes Burial Board (JPBB)
- 8.2** Horsham Association of Local Councils (HALC)
- 8.3** Steyning Area Youth Service (SAYS)
Councillors to note SAYS Management Committee report, provided by Cllr Syred.
- 9. STEYNING PARISH COUNCIL LOTTERY PROPOSAL**
- 9.1** Councillors to receive update on progress.
- 10. INFORMATION ITEMS AND CORRESPONDENCE**
- 10.1** Councillors to note letters of thanks regarding grants to community groups.
- 11. COMMUNITY INFRASTRUCTURE LEVY**
- 12. DATE OF NEXT MEETING:** 3rd May 2016.
- 13. CONFIDENTIAL ITEM - STAFFING MATTERS – Clerk recruitment update.**
Due to the nature of the items, the Chairman will propose that under section 3 e) of Steyning Parish Council Standing Orders, the meeting will be discussed in confidential session.
Councillors to consider and agree course of action.

Rebecca Luckin
Clerk to the Council

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



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Deputy Clerk: Hazel Roxby

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