

**TO: ALL MEMBERS OF THE FINANCE & COMMUNITY COMMITTEE
YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 4th August 2015 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** – to receive Councillors’ Declarations of Interest in items on the agenda and agree Dispensations.
- 3. MINUTES OF THE PREVIOUS MEETING** – to agree the minutes of the meeting of 7th July 2015.
- 4. MATTERS ARISING AND ACTIONS** – to confirm matters arising and report actions from previous meetings.
 - 4.1** (7.3 F&C 02.06.15) Update regarding SAYS payments.
 - 4.2** Update regarding CCTV camera in High St bus stop.
 - 4.3** (7.1 F&C 02.06.15) Update regarding the uploading of recordings to Parish Council website.
- 5. NEIGHBOURHOOD WARDEN REPORT** - to receive the Neighbourhood Wardens’ report.
- 6. ITEMS FROM COMMITTEE MEETINGS** – items requiring financial approval or actions from this Committee
- 7. FINANCE MATTERS**
 - 7.1** To receive and agree details of the Income & Expenditure Report, Petty Cash Expenditure and Payments List for July 2015.
 - 7.2** Agree appointment of Internal Auditor, following additional quotes.
 - 7.3** Agree Committee member to undertake Internal Control of Parish Council finances.
 - 7.4** Consider and agree training courses for Clerk.
 - 7.5** Consider and agree use of Community Payback Scheme and discuss next steps.

- 8. STEYNING SHOWCASE**
 - 8.1** Agree date and next steps.
- 9. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
- 10. ISOLATION & LONELINESS**
- 11. INFORMATION ITEMS AND CORRESPONDENCE**
 - 11.1** Feedback on SALC training event for new Councillors.
- 12. COMMUNITY INFRASTRUCTURE LEVY**
- 13. DATE OF NEXT MEETING: 1st September 2015**

Rebecca Luckin
Clerk to the Council

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