

**TO: ALL MEMBERS OF THE FINANCE & COMMUNITY COMMITTEE  
YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON  
TUESDAY 3<sup>rd</sup> March 2015 AT 7.30 PM AT 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. MATTERS ARISING AND ACTIONS** – to confirm matters arising and report actions from the last meeting.
- 4. MINUTES OF THE PREVIOUS MEETING** – to agree the minutes of the meeting of 3<sup>rd</sup> February 2015.
- 5. NEIGHBOURHOOD WARDEN REPORT** - to receive the Neighbourhood Wardens’ report.
- 6. INFORMATION ITEMS**
- 7. ITEMS FROM COMMITTEE MEETINGS** – items requiring financial approval or actions from this Committee
- 8. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
- 9. FINANCE MATTERS AND STATEMENT OF ACCOUNTS**
  - 9.1** To receive and agree details of the Income & Expenditure Report, Petty Cash Expenditure and Payments List for February 2015.
- 10. GRANT REQUEST**
  - 10.1** To consider a formal grant request from Steyning & District Business Chamber for a grant towards the 2014 Steyning High Street Christmas lights.
  - 10.2** To re-consider a grant request from Steyning Country Fair Committee, following provision of annual accounts.

**11. WORKING PRACTICES GROUP RECOMMENDATIONS**

**11.1** To agree the Working Practices Group Terms of Reference

**11.2** To consider and adopt a Steyning Parish Council Communications Protocol

**12. ISOLATION & LONELINESS**

**13. COMMUNITY INFRASTRUCTURE LEVY**

**14. DATE OF NEXT MEETING:** Tuesday 7<sup>th</sup> April 2015.

**15. CONFIDENTIAL ITEM:**

Under Standing Orders 1 d) the Chairman will propose that the remainder of the meeting be discussed in confidence, since employment matters will be discussed.

**Rebecca Luckin**  
**Clerk to the Council**

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