

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 6th October 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 1st September 2015.
4. **MATTERS ARISING AND ACTIONS** – to confirm matters arising and report actions from previous meetings.
 - 4.1 (F&C/15/33.2) Update regarding quotes for CCTV replacement in Steyning High St and to receive quotes.
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 consider and agree Income & Expenditure Report, Payments list and Petty Cash Expenditure for September 2015.
 - 7.2 To consider and agree which reserve account SAYS rebate should be allocated to.
 - 7.3 To consider and agree request from Steyning & District Community Partnership regarding signage north of Steyning on A283.
 - 7.4 To receive the External Auditors Report for the year end 31.03.15 and confirm dates that accounts may be inspected.
 - 7.5 Budget preparations and review of expenditure to date.
8. **Working Practices Working Party recommendations**
 - 8.1 To consider and agree a SPC Equality Policy Statement
 - 8.2 To consider and agree a SPC Community Engagement Policy
 - 8.3 To consider and agree a SPC Business Continuity Plan
 - 8.4 To consider and agree a SPC Emergency Plan



Parish Clerk: Rebecca Luckin
Deputy Clerk: Hazel Roxby

Email: spcclerk@btconnect.com
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9. **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
10. **SPC LOTTERY**
 - 10.1 Update on a proposal regarding a Steyning Parish Council Lottery
11. **INFORMATION ITEMS AND CORRESPONDENCE**
12. **COMMUNITY INFRASTRUCTURE LEVY**
13. **DATE OF NEXT MEETING: 3rd NOVEMBER 2015**
14. **CONFIDENTIAL ITEM** – Consideration of nominees for Chairman’s Millennium Award 2016.
Since members of the public will be discussed, the Chairman will propose that under Standing Orders 3 e) this item is discussed confidentially.

Rebecca Luckin
Clerk to the Council

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



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