

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 1st
September 2015 AT 7.30 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 4th August 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 CCTV camera at bus stop.
 - 4.2 (F&C/15/33.3) Update regarding recordings on website.
 - 4.3 (F&C/15/36.2) Following appointment of Internal Auditor, F&C Committee to agree and sign letter of engagement.
 - 4.4 (F&C/15/36.4) Update regarding SPC financial software package.
 - 4.5 (F&C/15/36.5) Update regarding Community Payback Scheme progress.
 - 4.6 (F&C/15/July 7.3) Update regarding SAYS rebates to Parish Councils.
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 (H&L/15/20.1 b) To receive a recommendation from H&L regarding minor improvement works to High St toilets.
7. **FINANCE MATTERS**
 - 7.1 To consider and agree Income & Expenditure Report, Payments list and Petty Cash Expenditure for August 2015.
 - 7.2 To note SWAB financial report following meeting of 27th August 2015.
 - 7.3 To consider and agree requests from the Royal British Legion for grant funding towards the costs of room hire and upkeep of the Memorial Garden.



Parish Clerk: Rebecca Luckin
Deputy Clerk: Hazel Roxby

Email: spcclerk@btconnect.com
Email: steyningcentre@btconnect.com

8. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

8.1 SAYS update

9. SPC LOTTERY

9.1 To receive information and consider a proposal regarding a Parish Council Lottery.

10. INFORMATION ITEMS AND CORRESPONDENCE

11. COMMUNITY INFRASTRUCTURE LEVY

12. DATE OF NEXT MEETING: 6th October 2015

Rebecca Luckin
Clerk to the Council

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



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