

# Steyning Parish Council



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## FINANCE & COMMUNITY COMMITTEE MEETING TUESDAY 3<sup>rd</sup> November 2015 AT 7.45 PM IN THE STEYNING CENTRE

**Present:** Cllrs Lloyd, Toomey, Willett, Ness-Collins, S Sullivan, G Sullivan and Goldsmith.

**Members of the public:** 3 including Cllrs Muncey and Muggridge.

**Clerk:** Rebecca Luckin

### QUESTIONS FROM THE FLOOR:

- 1 Q – Will the F&C committee put the sound finances of the SPC before those of an outside body that already has more than adequate funds to employ a youth worker and supply additional services as required.  
A – to be discussed in the agenda, otherwise the question can be sent in writing.

**Written question** regarding 'the amounts paid by SPC to Horsham Matters for the last two financial years, with reference to the amount thus payable per household per week so that this can be compared with the consultation question which put the total cost of both SAYS and HM at a maximum of 20p per week per household'.

The Clerk confirmed that during the year 13/14 payments under the Youth Service nominal code totalled £33,759, although this included a payment forwarding a grant of £7,913 from HDC to SAYS. Payments to Horsham Matters totalled £26,820, which equates to a cost of 20p per household, per week. In the year 14/15 payment equated to 19p per household per week.

**The meeting was convened at 20.01pm**

### MINUTES

**F&C/15/69. APOLOGIES FOR ABSENCE** – apologies were received and accepted from Cllr Howell and Cllr Willett.

**F&C/15/70. DECLARATIONS OF INTEREST AND DISPENSATIONS** – none for this meeting.

### F&C/15/71. MINUTES OF THE PREVIOUS MEETING

**71.1** Cllr Lloyd **proposed, seconded** by Cllr Ness-Collins that the minutes of the meeting of 6<sup>th</sup> October 2015 be agreed as a correct record. **Agreed.**



Parish Clerk: Rebecca Luckin  
Deputy Clerk: Hazel Roxby

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**F&C/15/72. MATTERS ARISING AND ACTIONS** – to confirm matters arising and report actions from previous meetings.

- 72.1** (F&C/15/33.2) Update regarding quotes for CCTV replacement in Steyning High St and to receive quotes. Supply and fit IP vandal resistant 5 megapixel dome cameras at each end of the High St - £5,000+VAT. Upgrade existing pole camera outside bus shelter - £2,500+VAT, additional cameras £900+VAT, annual maintenance charge £70+VAT. Councillors were concerned regarding the high cost and were not sure that it would offer a deterrent in the High Street. Cllr Goldsmith **proposed, seconded** by Cllr G Sullivan, that it be reviewed at a later date. **Agreed.**
- 72.2** (F&C/15/61.3) Highway signage update - the Steyning Partnership have obtained a grant from the CLC toward the replacement of a sign removed by WSCC without consultation. Cllr Barling will investigate and meet with Cllrs Lloyd and Willett.
- 72.3** (F&C/15/61.6) Swimming pool costs – no further update from HDC Councillors.

**F&C/15/73. NEIGHBOURHOOD WARDEN REPORT** – report circulated prior to the meeting and placed on the Parish Council website. Councillors noted that the Football Club was recently broken into, but was not reported to Wardens or Police. Councillors would urge victims of burglary to report the matter and obtain a crime number.

**F&C/15/74. ITEMS FROM COMMITTEE MEETINGS** – none for this meeting.

#### **F&C/15/75. FINANCE MATTERS**

- 75.1** Councillors considered the Income & Expenditure Report, Payments list (total £138,203.19, including transfer of £113,399.50 investment of precept funds) and Petty Cash Expenditure for October 2015. Cllr Lloyd **proposed, seconded** by Cllr Ness-Collins that the reports be accepted. **Agreed.**
- 75.2** Councillors considered a request for grant funding from Steyning Business Chamber for Christmas lighting. Councillors were mindful that it was important to attract visitors to the town and encourage local traders. Cllr Lloyd **proposed, seconded** by Cllr Goldsmith that a grant of £1,000 be awarded from the fund allocated. **Agreed.**

**Cllr Barling arrived at 20.25pm.**

- 75.3** Councillors considered the option of continuing commitment to Youth Provision for the following three years. A recent working party meeting had taken place to address Councillors' concerns and Cllr Lloyd expressed concern that further questions had arisen following a meeting between Cllr Goldsmith and a member of the public. Cllr Lloyd confirmed that the council does not, nor cannot, take legal advice from anyone other than its solicitors. The council had received advice that in a Charitable Incorporated Organisation there is not the liability on the individual trustees as there is in an unincorporated charity, but the public perception has to be considered. The SAYS Trustees acted on the advice of the Treasurer and administrator and none have gained personally, nor appear to have acted recklessly. The SAYS Trustees have yet to meet to decide if they will formerly ask the council to return the rebate recently paid and legal advice will be sought if this request is made. It is for the committee to decide to recommend to the council that the money be repaid. SAYS was properly registered with the Charity Commission and the council has been advised that any funds remaining in the charity are the charity's assets, and at the time of closure cannot be returned to the councils that fund it. The charity is an independent body and it would be for the committee/council to decide if it wanted to change that status or, not. The council pays Horsham Matters direct and is contracted to do so until the current contract runs out. The committee will have to decide what it recommends to council on

the SAYS element for the remainder of the term. The committee will also need to decide if SAYS is delivering value for money. The numbers of young people accessing the Youth Service and living in the Steyning, Ashurst, Upper Beeding and Bramber area needs to be clarified. SAYS will confirm when the tendering process is completed, with the assistance of HDC.

**Cllr Barling left the meeting at 20.50pm**

The Clerk will circulate the legal notes following a training course provided by Hedley's.

Cllr Lloyd **proposed, seconded** by Cllr Goldsmith that a Working Party meeting take place with Councillors, Youth Worker, Horsham Matters and the SAYS Chairman, in order that further information can assist Councillors when considering whether to go forward for the next three years. **Agreed.**

- 75.4** Councillors discussed budget preparations and first draft of the budget. The Clerk will progress the draft budget and circulate to Committee members.

**F&C/15/76. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

**76.1** Joint Parishes Burial Board – no meeting held

**76.2** HALC – the Clerk reported on a recent conference and will circulate notes when they are available.

**F&C/15/77. Steyning Parish Council lottery proposal**

**77.1** Cllr Northam reported on a working meeting with Cllrs Bowell, Syred and Picking, when they reviewed the rules of allocating prize money as a percentage of prize fund receipts to reduce the risk to the Council. There may be difficulty in identifying volunteers to run the project, under the oversight of the Council, and the project is unlikely to meet the January launch date. The Lottery could be run as a separate organisation to the council. Cllr Northam proposed delaying the launch of the project until spring 2016. He will report to the next F&C meeting with clearer proposals for the organisation of the project and provide information on costs and benefits. Legal advice would be sought if necessary.

**F&C/15/78. INFORMATION ITEMS AND CORRESPONDENCE** – none for this meeting.

**F&C/15/79. COMMUNITY INFRASTRUCTURE LEVY** – none for this meeting.

**F&C/15/80. DATE OF NEXT MEETING:** 1<sup>st</sup> December 2015

The meeting closed at 21.26pm

Signed: ..... Date: 1<sup>st</sup> December 2015  
Chairman



Parish Clerk: Rebecca Luckin  
Deputy Clerk: Hazel Roxby

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**Action list F&C 03.11.15**

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