

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 AND GENERAL PURPOSES MEETING
YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE
TO BE HELD ON TUESDAY 11TH JULY 2017 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 the 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 plugged in to the main electrical power supply of the Steyning Centre must be PAT tested.

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING BUT WILL BE ASKED TO LEAVE BEFORE ITEM 16 DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS (Standing Order 3e applies)

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST** – disclosure by councillors of personal interests in matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR - PUBLIC PARTICIPATION.** Up to 15 minutes (2 minutes per person), will be allowed for the public to make representations, answer questions or give evidence **in respect of any item of business included in the agenda**, in accordance with standing orders.
- 4.0 MINUTES.** To accept the minutes of the meetings held on 13 June 2017 as a correct record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1** F&GP/17/7.1 Bank Account for Council Reserves. Update.
 - 5.2** F&GP/17/7.2 Car Park Charges, meeting and resultant correspondence with HDC. Update.
 - 5.3** F&GP/17/7.3 Legionella Water Testing. First testing complete.
 - 5.4** F&GP/17/7.4 Deed of Variation of Lease on High Street Toilets - update
 - 5.5** F&GP/17/7.5 Telephony. Investigation of alternative provider is ongoing.
 - 5.6** F&GP/17/7.7 Steyning in Bloom – update on whether financial assistance possible.
 - 5.7** F&GP/17/12.1 The external audit documents have been sent off to the auditor



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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

6.0 PAYMENTS 2017/18

6.1 To approve list of payments made by the council 1.6.17 – 30.6.17

7.0 LEASES

7.1 The Bowling Club Lease is up for renewal at the end of March 2018

8.0 JOINT PARISHES CEMETRY COMMITTEE UPDATE

8.1 Update from Cllrs Willett and Bowell

9.0 ANY ITEMS FROM COMMITTEE MEETINGS

items requiring financial approval or actions from this Committee

9.1 Premises Committee – None to report

9.2 Amenities Committee – None to report

10.0 FINANCIAL MATTERS

10.1 To agree Income & Expenditure Report for June 2017

10.2 To agree funds to carry forward to 2017/18

10.3 Grant requests Updates

10.4 Bank Mandate update

10.5 Bank Transfer to new Lloyds Account

11.0 INSURANCE RENEWAL

11.1 To discuss and receive quotes for renewal of annual insurance. Preferred quote and cover summary Attached.

12.0 COUNCILLORS' ALLOWANCES.

12.1 To review the arrangements for the reimbursement of councillor's expenses

13.0 SHOWCASE EVENT

13.1 Assuming we proceed with this event - Discuss preferred date 17th or 24th Feb 2017 and format of event

13.2 Patient Participation group – 'Isolation and Loneliness in the community' – report by Cllr Bowell

14.0 INFORMATION/CORRESPONDENCE ITEMS

14.1 Bowling club request for Parking on MPF for Annual charity match

15.0 To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders s.3(e), to exclude the press and public on the grounds that the confidential matters to be discussed under items 16 below would be prejudicial in the public interest.

16.0 CCTV

16.1 Update from Cllr Muncey. Quote for installation to be tabled.

17.0 DATE OF NEXT MEETING – 12th September 2017.

John Fullbrook
Clerk to the Parish Council



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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