

**TO: ALL MEMBERS OF THE FINANCE & COMMUNITY COMMITTEE YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON TUESDAY 4<sup>th</sup> MARCH 2014 AT 7.30 PM AT THE STEYNING CENTRE**

**A G E N D A**

1. **APOLOGIES** – to receive apologies and reasons for absence
2. **DECLARATIONS** – to receive Councillors declarations of interest in items on the agenda
3. **MINUTES** – to agree and sign the minutes of the meeting held on 4<sup>th</sup> February 2014.
4. **MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from the last meeting.
5. **NEIGHBOURHOOD WARDEN SCHEME REPORT/LAT REPORT**
  - to receive the Neighbourhood Wardens report
  - to receive LAT report
6. **QUESTIONS FROM THE FLOOR**
  - to receive questions from members of the public
7. **INFORMATION ITEMS**
8. **STEYNING CENTRE MANAGEMENT GROUP**
  - to receive an update on Steyning Centre issues.
9. **ITEMS FROM COMMITTEE MEETINGS** – items requiring financial approval or actions from this Committee.
  - to agree application for Section 106 funding for Play Area fencing
10. **EMERGENCY & BUSINESS CONTINUITY PLAN**
  - to discuss and agree Emergency and Business Continuity Plan
11. **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
12. **REVIEW OF PROCEDURES**
  - to review and update Complaints Procedure

- 13. FINANCE AND STATEMENT OF ACCOUNTS**
  - to receive and agree details of finance report & petty cash payments for February 2014
- 14. COMMUNITY INFRASTRUCTURE LEVY**
- 15. PRIDE OF PLACE & OLDER PEOPLE IN ISOLATION**
- 16. DATE OF NEXT MEETING: Tuesday 8<sup>th</sup> April 2014 at 7.30pm.**

Sue Booth  
Clerk to the Council

**Please Note:** The public have a right and are welcome to attend this and any of the Parish Council committee meetings.

The public do not have a right to speak at meetings but Steyning Parish Council allocates a short time on each Agenda for public participation ("Questions from the floor"), and the Chairman will invite questions or comment on Agenda items only at this point in the meeting.