

**TO: ALL MEMBERS OF THE FINANCE & COMMUNITY COMMITTEE YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON TUESDAY 3<sup>rd</sup> JUNE 2014 AT 7.30 PM AT THE STEYNING CENTRE**

**A G E N D A**

- 1. ELECTION OF CHAIRMAN**
- 2. ELECTION OF VICE CHAIRMAN**
- 3. APOLOGIES** – to receive apologies and reasons for absence
- 4. DECLARATIONS** – to receive Councillors declarations of interest in items on the agenda
- 5. MINUTES** – to agree and sign the minutes of the meeting held on 6<sup>th</sup> May 2014.
- 6. MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from the last meeting.
- 7. NEIGHBOURHOOD WARDEN SCHEME REPORT/LAT REPORT**
  - to receive the Neighbourhood Wardens report
  - to receive LAT report
- 8. QUESTIONS FROM THE FLOOR**
  - to receive questions from members of the public
- 9. REVIEW OF PROCEEDURES**
  - to discuss review of agenda planning
- 10. INFORMATION ITEMS**
- 11. STEYNING CENTRE MANAGEMENT GROUP**
  - to receive an update on Steyning Centre issues.
- 12. ITEMS FROM COMMITTEE MEETINGS** – items requiring financial approval or actions from this Committee.
- 13. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
- 14. FINANCE AND STATEMENT OF ACCOUNTS**

- to receive and agree details of finance and expenditure report & petty cash payments for May 2014
- to agree Annual Return and Statement of Accounts for submission to External Auditor

**15. COMMUNITY INFRASTRUCTURE LEVY**

**16 PRIDE OF PLACE & OLDER PEOPLE IN ISOLATION**

**17. CONFIDENTIAL - due to the nature of the business the Chairman will propose that this item be taken under Standing Order 1(d) and that the press and public be excluded.**

- Staffing appointment of clerk

**18. DATE OF NEXT MEETING: Tuesday 8<sup>th</sup> July 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.