

Lindfield Parish Council

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Parish Clerk: Mrs C Irwin

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7 July 2016

To: Members of Lindfield Parish Council

You are hereby summoned to attend the **Meeting of Lindfield Parish Council** to be held on **Thursday, 14 July 2016** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 p.m.** to transact the following business:

Welcome and emergency announcements

AGENDA

1. To receive and accept apologies and reasons for absence.
2. To receive Declarations of Interest by Members in respect of any Items on the Agenda.
The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting, that has not been disclosed under this item, the member must immediately disclose it.
3. To confirm and sign the Minutes of the Annual Meeting of Council held on 12 May 2016 (*previously circulated*) and the Extraordinary Council meeting held on 26 May 2016 (*previously circulated*).
4. Questions/comments from members of the public. (*This will be limited to a maximum of 15 minutes. In accordance with Standing Order 3 (e) – (g) each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes*).
5. Chairman's announcements.
6. Reports by County Councillor / District Councillors.
7. Action list (*attached*).
8. Consultation Documents - to note / consider any documents received (*list attached*) to include:
 - i) Proposed changes to County Local Committees (WSCC).
9. Complaints Committee: to receive the Minutes of the meeting held on 2 June 2016 (*attached*).
10. Planning and Traffic Committee: report by Councillor Gomme, to include:
 - i) Matters considered at the meetings held on 10 May, 31 May, 21 June and 12 July 2016.
 - ii) To receive the Minutes of the meetings of the Planning and Traffic Committee held on 10 May, 31 May and 21 June 2016 (*previously circulated*) and 12 July 2016 if available (*to follow*) and to confirm their recommendations.
11. Finance and General Purposes Committee: report by Councillor Henton to include:
 - i) Matters considered at the meeting held on 10 May 2016

Members of the public and the press have a right to attend meetings of the Council and its Committees.

- ii) Reserves 2016/17: to receive and confirm the recommendations for funding of the reserves, further to the review by the Finance and General Purposes Committee and Environment and Amenities Committee (*attached*).
 - iii) Investment of funds
 - iv) Internal audit: to note the action being taken by the Finance and General Purposes Committee to address the recommendations in the report on the Review of the Effectiveness of the Internal Audit and Internal Controls.
 - v) To appoint the Internal Auditor for 2016 / 17.
 - vi) To note new pay scales from 01.04.16.
 - vii) Local Government Pension Scheme: to consider and agree revised Employer Discretions (*to follow*.)
 - viii) To receive the Minutes of the meeting of the Finance and General Purposes Committee held on 26 May 2016 (*previously circulated*) and to confirm their recommendations.
 - ix) Statements of Account / Budget Progress and Bank Reconciliation for the periods 01.04.16 to 30.04.16 and 01.05.16 to 31.05.16 (*previously circulated*) and 01.06.16 to 30.06.16 (*to follow, if available*).
 - x) List of cheques for approval (*to follow*).
12. Environment and Amenities Committee : report by Councillor Blunden to include:
- i) Matters considered at the meeting held on 2 June 2016
 - ii) Christmas Lights: to consider any matters arising from the meeting with the Project Manager on 13 July.
 - iii) To note quotations for the repair of the King Edward Hall clock.
 - iv) To receive the Minutes of the meeting of the Environment and Amenities Committee held on 2 June 2016 (*previously circulated*) and to confirm their recommendations.
13. Any other business, arising after the preparation of this Agenda, which the Chairman agrees to take as urgent. *Any such matters will be for noting or referral to a future meeting only.*
14. Exclusion of the public [and press]: to consider whether a resolution should be moved under Standing Order No. 3(d) to exclude the public and press from the following part of the meeting, by reason of the confidential nature of the business to be transacted or for other special reasons.
15. To receive the Confidential Minutes of the meeting of the Administration Sub Committee meeting held on 7 July 2016 (*attached*) and to consider a recommendation of the Sub Committee in respect of a staffing matter.

Signed



Christine Irwin
Clerk to the Council

Cc: WSCC Cllr. Mrs. C. Field
MSDC Cllr. Mr. A. Lea
MSDC Cllr. Mrs. A. Lea
Mid Sussex Times