

Lindfield Parish Council

6 Denmans Lane
Lindfield
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Parish Clerk: Mrs C Irwin

13 January 2010

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To: Members of Lindfield Parish Council

N.B. If the adverse weather conditions continue it may be necessary to postpone the Finance and General Purposes Committee meeting on 14 January, in which case certain items from the F&GP Agenda will be discussed directly by Full Council as indicated below and less urgent F&GP business will be deferred to a future meeting.

You are hereby summoned to attend a meeting of **Lindfield Parish Council** to be held on **Thursday, 21 January 2010**, at the **King Edward Hall, Lindfield (Jubilee Room)**, at **7.30 p.m.** to transact the following business:

A G E N D A

1. Welcome and emergency announcements.
2. To accept apologies for absence from Members.
3. To receive declarations of interest from Members in respect of any item on the Agenda.
4. Police Priorities – PC Geoff Bennett
5. Questions / comments from members of the public (this item will be limited to a maximum of 15 minutes).
6. To confirm and sign the Minutes of the meeting of Council held on 12 November 2009 (*previously circulated*).
7. Chairman's Report.
8. Action List (*attached*).
9. Reports from County and District Councillors.
10. To note any consultation documents received.
11. Environment and Amenities Committee.
 - i) To receive the Minutes of the meeting held on 10 December 2009 (*to follow*).
 - ii) Report by Councillor Blunden.
12. Planning and Traffic Committee.
 - i) To receive the Minutes of the meetings held on 9 November 2009, 1 December and 22 December (*previously circulated*) and 19 January 2010 (if available - (*to follow*)).

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

- ii) Report by Councillor Snowling
 - iii) Commons Act 2006 – Section 38 – Lindfield Common: to consider a response to the application by the Lindfield Cricket Club to the Secretary of State Environment, Food and Rural Affairs for consent to carry out restricted works on Lindfield Common (letter dated 4 January 2010 from The Trevor Patrick Partnership *previously circulated.*)
13. Finance and General Purposes Committee.
- i) To receive the Minutes of the meeting held on 26 November 2009 (*previously circulated*)
Report by Councillor Davies.
- (If F&GP Committee meeting on 14 January 2010 has taken place)**
- ii) To receive the Minutes of the meeting held on 14 January 2010 (if available - *to follow*). Report by Councillor Davies, to include:
 - External Auditor’s opinion on 2008/09 Annual Return.
 - Review of the effectiveness of the Internal Audit and internal control procedures
 - To consider F&GP Committee’s recommendation regarding the Clerk’s re- registration for CiLCA
 - To confirm F&GP Committee’s recommendations regarding Councillors’ Allowances and travelling and subsistence allowances.
 - Lindfield Parish Directory and Year Book
 - To consider recommendation of F&GP Committee that WSCC should be requested to provide a payroll service for the Parish Council.
- (If F&GP Committee meeting on 14 January has been postponed)**
- ii) Council to note and / or consider the following items (*papers circulated with F&GP Agenda*):
 - the External Auditor’s opinion on completion of the audit for the year ended 31 March 2009
 - Review of the effectiveness of the Internal Audit and internal control procedures
 - To consider whether the Council should support the Clerk’s re- registration for CiLCA
 - Councillors’ Allowances:
 - to note the report of the Independent Panel on the Review of Members’ Allowances 2010 / 11 (MSDC)
 - to agree the amount of allowances to be made available to Members
 - to agree the travelling and subsistence allowances available to Members.
 - To consider whether WSCC should be requested to provide a payroll service for the Parish Council
 - iii) Statements of Account/Budget Progress and Bank Reconciliation for the periods 01.11.09 to 31.12.09 (*previously circulated*)
 - iv) List of cheques for approval (*to follow*)
14. To consider issues relating to the lease of additional accommodation at Denmans Court.
(*This item may be deferred for discussion in confidential session at the end of the meeting should issues of commercial sensitivity arise.*)
15. To consider and agree Budget and Precept requirements for 2010/11 (*papers as circulated for F&GP meeting 14.01.10. If the F&GP meeting on 14 January has taken place, a further report may follow.*)

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16. 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.

On conclusion of this part of the meeting a further period of 15 minutes will be set aside to allow members of the public to ask questions/make comments.

17. To consider whether a resolution should be moved under Standing Order No. 35(a) "that in view of the [special] [confidential] nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw".
18. To consider issues relating to the lease of additional accommodation at Denmans Court (*if deferred at item 14*).

Signed

Christine Irwin
Clerk to the Council

c.c. WSCC Cllr. Mrs. C. Field, MSDC
Cllr. Mr. A. Lea,
Mid Sussex Times