

Lindfield Parish Council

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Lindfield
West Sussex
RH16 2LH

Parish Clerk: Mrs. C. Irwin

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2 December 2016

To: Members of the Finance and General Purposes Committee

You are hereby summoned to attend the meeting of the **Finance and General Purposes Committee** to be held on **THURSDAY, 8 DECEMBER 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 Item 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. Questions/comments from members of the public. *(This will be limited to a maximum of 15 minutes. In accordance with Standing Orders 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).*
4. To confirm and sign the Minutes of the meeting of the Finance and General Purposes Committee held on 29 September 2016 *(previously circulated)*.
5. Chairman's announcements.
6. Action List *(attached)*.
7. Grants and donations:
 - i) To note available funds *(register attached)*
 - ii) To consider grant requests received *(attached)*:
 - 4Sight
 - iii) To consider the recommendation from the Environment and Amenities Committee to make an appropriate donation to the British Heart Foundation as consideration for taking ownership of the former Zipper Club noticeboard in Denmans Lane.
 - iv) To note letters of thanks received.
8. Budget 2016/17 (budget progress reports to 31.10.16 *(previously circulated)* or 30.11.16 if available *(to follow)*
 - i) Finance and General Purposes Committee - to review payments made to 31.10.16 (30.11.16)
 - ii) Analysis of Administration Budget to 31.10.16 (30.11.16).
 - iii) Overall Council Budget 2016 / 17: to review expenditure to 31.10.16 (30.11.16) to include:
 - Environment and Amenities Committee budget

Members of the Public and the Press have a right to attend meetings of the Council and its Committees.

- Planning and Traffic Committee budget
 - Reserves
9. Administration Sub Committee: to receive the Minutes of the meeting held on 9 November 2016 (*to follow*).
10. Investment of funds: report from Councillor Henton (*to follow*).
11. Budget 2017/18:
- to consider the budget recommendations of the Administration Sub Committee: spreadsheet (*attached*).
 - to consider the Finance and General Purposes Committee budget
 - to receive and consider the budget recommendations of the Environment and Amenities Committee: spreadsheet (*attached*).
 - To receive and consider the budget recommendations of the Planning and Traffic Committee (*to follow*).
12. To confirm attendance at training and conference events.
13. Risk management: to allocate Councillor responsibilities for reviewing risk assessments:
- Parish Office
 - Employees
 - Governance
 - Financial Control
14. Any Other Business, arising after the preparation of this Agenda, which the Chairman agrees to take as urgent. Such matters will be for noting or deferral to a future meeting only.
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Signed



Christine Irwin
Clerk to the Council

c.c. All other Parish Councillors
WSCC Cllr. Mrs. C. Field
MSDC Cllr. Mr. A. Lea
MSDC Cllr. Mrs. A. Lea