

# Lindfield Parish Council

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Parish Clerk: Mrs. C. Irwin

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25 February 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, 3 MARCH 2016** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 p.m.** to transact the following business:

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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 7 January 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)*:
    - Outset Youth Action
    - Lindfield Arts Festival
  - iii) To note letters of thanks received.
8. Budget 2015/16 *(budget progress reports to 31.01.16 previously circulated)*.
  - i) Finance and General Purposes Committee - to review payments made to 31.01.16
  - ii) Analysis of Administration Budget to 31.01.16.
  - iii) Overall Council Budget 2015 / 16: to review expenditure to 31.01.16 to include:
    - Environment and Amenities Committee budget
    - Planning and Traffic Committee budget
    - Reserves

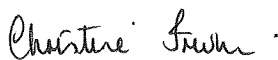
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**Members of the Public and the Press have a right to attend meetings of the Council and its Committees.**

9. To consider reviewing the investment of the Council's funds.
10. Annual review of the effectiveness of the internal audit and internal control procedures (*paper to follow*).
11. Proposed public conveniences on the Common:
  - i) to receive the notes of the meeting of the Working Group held on 3 February 2016 (*attached*).
  - ii) to note any matters raised at the meeting with MSDC officers on 24.02.16 (*verbal report*)
  - iii) to consider recommendations of the Working Group regarding arrangements for the public consultation, including Village Day stall.
12. Lindfield Parish Directory and Year Book: to consider alternative cover (*report attached*).
13. To confirm attendance at training and conference events.
14. Risk management.
15. To note and consider letter from the Senior Licensing Officer at MSDC regarding licensing for local events and to note a verbal request from the Lindfield Arts Festival for the Parish Council to hold a premises licence for events taking place on Lindfield High Street (*attached*). *N.B. this item may be referred to the meeting of Full Council on 10 March, pending further advice.*
16. 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.
17. 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.
18. Renewal of licence fee re: 21 Denmans Lane and to consider the fee for 2017/18.
19. Local Government Pension Scheme (*report attached*)
  - i) to review LGPS Contribution Bandings for 2016/17 (employees' contribution rates).
  - ii) to note employers' contribution rates for 2016/17
  - iii) increased employer contributions further to auto-enrolment of additional member of staff to the scheme.

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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  
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