

Lindfield Parish Council

Clock Tower House
Lindfield Enterprise Park
Lewes Road
Lindfield
West Sussex
RH16 2LH

Parish Clerk: Mrs. C. Irwin

Tel: 01444 484115
e.mail: clerks@lindfieldparishcouncil.gov.uk

27 November 2014

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, 4 DECEMBER 2014** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 p.m.** to transact the following business:

Welcome and emergency announcements.

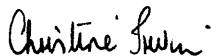
AGENDA

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.
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 and Confidential Minutes of the meeting of the Finance and General Purposes Committee held on 25 September 2014 (*previously circulated*).
5. Chairman's announcements.
6. Action List (*attached*).
7. Grants and donations:
 - i) To note remaining available funds (*register attached*)
 - ii) To consider grant applications received (*letter attached*):
 - St Peter and St James Hospice
 - iii) To note letters of thanks received.
8. Budget 2014/15
 - i) Finance and General Purposes Committee - to review payments made to 31.10.14 (*budget progress previously circulated*) or to 30.11.14 (*to follow if available*)
 - ii) Analysis of Administration Budget to 31.10.14 (*previously circulated*) or to 30.11.14 (*to follow if available*)
 - iii) *Overall Council Budget 2014 / 15: to review expenditure to 31.10.14 (previously circulated) or to 30.11.14 (to follow if available)*
9. Parish Office matters:
 - i) To consider replacement of the two older desk top computers
10. Public toilets on the Common: update.

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

11. Lindfield Parish Directory and Year Book:
 - i) update on 2015 edition
 - ii) To note the quotation for the 2016 edition and additional copies
 - iii) To authorise an additional print run should it become necessary as the Barratts development becomes occupied.
12. Budget 2015/16: paper *to follow*
 - i) to consider the Administration Budget recommendations as agreed by the Administration Sub Committee
 - ii) to consider the F&GP budget.
 - iii) to receive and consider the budget proposal from the Environment and Amenities Committee
 - iv) to receive and consider the budget proposal from the Planning and Traffic Committee
13. To confirm attendance at training and conference events.
14. Risk management.
15. 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.
16. 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.
17. Staffing matters
 - i) 2014 – 2016 National Salary Award: NALC / SLCC Joint Briefing: (*attached*)
 - ii) Staff appointment

Signed



Christine Irwin
Clerk to the Council

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