

Lindfield Parish Council

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Lindfield
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RH16 2LH

Parish Clerk: Mrs. C. Irwin

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26 February 2014

To: Members of Lindfield Parish Council

You are hereby summoned to attend the meeting of the **Finance and General Purposes Committee** to be held on **THURSDAY, 6 MARCH 2014** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 p.m.** to transact the following business:

Welcome and emergency announcements.

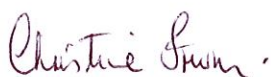
A G E N D A

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 Order 1 (f) 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 9 January 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 request from 4Sight *(letter attached)*
 - iii) To note letters of thanks received.
8. Budget 2013/14 *(budget progress papers to 31.01.14 previously circulated; papers to 28.02.14 to follow if available)*
 - i) Finance and General Purposes Committee - to review payments made to 31.01.14 or to 28.02.14, if available.
 - ii) Analysis of Administration Budget to 31.01.14 or to 28.02.14, if available
 - iii) Overall Council Budget 2013 – 14: to review expenditure to 31.01.14 or to 28.02.14, if available.
9. Update on Parish Office matters.
10. Proposed public conveniences on the Common update.

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11. Insurance: to consider the renewal of the policy.
12. To note and consider the report of the Internal Auditor and note from the RFO (*attached*)
13. Annual Review of the Effectiveness of the Council's Internal Audit and Internal Control Procedures: to note that the review is due to be undertaken.
14. VAT matters.
15. Parish Council invoices: to consider the recommendation of the RFO to include the Council's bank details to facilitate payments by electronic transfer.
16. Lindfield Parish Directory and Year Book – update.
17. To confirm attendance at training and conference events.
18. Risk management.
19. 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.
20. Exclusion of the public and press: to consider whether a resolution should be moved under Standing Order No. 1(c) 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.
21. Licence fee 21 Denmans Lane.
22. To note LGPS Contribution Bandings for 2014/15

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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