

Lindfield Parish Council

6 Denmans Lane
Lindfield
West Sussex
RH16 2LB

Parish Clerk: Mrs. C. Irwin

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2 January 2013

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, 10 January 2013** 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 accept apologies and reasons for absence.
2. To receive Declarations of Interest by Members in respect of any Item on the Agenda and to note any dispensations granted.
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 20 December 2012 (*to follow*).
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 (*letters attached*):
 - Outset Youth Action
 - Open Spaces Society – "The Attack on Greens"
 - iii) To note letters of thanks received.
8. Parish Office - new premises at Clock Tower House: update on progress.
9. Budget 2012/13.
 - i) Finance and General Purposes Committee - to review payments made to 30.11.12 (*budget progress previously circulated.*) and to 31.12.12 (*to follow if available*).
 - ii) Analysis of Administration Budget to 31.11.12 (*previously circulated*) and to 31.12.12 (*to follow if available*).

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

- iii) Overall Council Budget 2012 – 13: to review expenditure to 31.11.12 (*previously circulated*) and to 31.12.12 (*to follow if available*)..
10. Public toilets on the Common: update.
 11. Lindfield Parish Directory and Year Book– update on publication of the 2013 edition.
 12. Budget 2013/14 (*paper attached*): to consider and agree recommendations to be made to Full Council on:
 - the Council's budget for 2013 / 14
 - the precept.
 13. To confirm attendance at training and conference events.
 14. Local Government Pension Scheme
 15. Risk management.
 16. Annual Review of the Effectiveness of the Council's Internal Audit and Internal Control Procedures.
 17. 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.
 18. 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.
 19. Staffing matters.

Signed

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

Christine Irwin
Clerk to the Council