

Lindfield Parish Council

6 Denmans Lane
Lindfield
West Sussex
RH16 2LB

Parish Clerk: Mrs. C. Irwin

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

4 January 2012

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, 12 January 2012** 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.
3. Questions/comments from members of the public. (*This will be limited to a maximum of 15 minutes*).
4. To confirm and sign the Minutes of the meeting of the Finance and General Purposes Committee held on 24 November 2011 (*previously circulated*)
5. Action List (*attached*).
6. Chairman's announcements.
7. Grants and donations:
 - i) to note register of grants made to date (*attached*)
 - ii) Grant applications received (*letters attached*):
 - Lindfield Arts Festival
 - Open Spaces Society
8. Budget 2011/12.
 - i) Finance and General Purposes Committee - to review payments made to 31.12.11 (*budget progress to follow*)
 - ii) Analysis of Administration Budget to 31.12.11 (*to follow*).
 - iii) Overall Council Budget 2011/12: to review expenditure to 31.10.11 (*to follow*)
9. Review of Parish Office Accommodation: paper by Cllr. Gomme (*attached*)
10. Budget 2012/13 (*papers previously circulated / amended sheets 1, 6, 7 & 8 to follow*).
 - i) To consider and confirm the Finance and General Purposes Committee budget requirements 2012/13
 - ii) To receive and consider recommendations from the Environment and Amenities Committee and Planning and Traffic Committee setting out their budget proposals for 2012 / 13.

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

- iii) To consider and agree recommendations to Full Council on:
 - the Council's budget for 2012 / 13
 - the precept requirement.
 - 11. To confirm attendance at training and conference events.
 - 12. Risk management.
 - 13. Partnership/Cluster Working – to note discussions with Haywards Heath Town Council and officers of WSCC.
 - 14. To confirm purchase of computer data back-up solution from Vision.
 - 15. Lindfield Parish Directory and Year Book: to receive and consider report on 2012 edition (*attached*).
 - 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. On conclusion of this part of the meeting a further period of 15 minutes will be set aside to allow members of the public to ask questions/make comments.
 - 18. To consider whether a resolution should be moved under Standing Order No. 35(a) “that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”.
 - 19. Staffing matters.
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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