

# *Lindfield Parish Council*

6 Denmans Lane  
Lindfield  
West Sussex  
RH16 2LB

Parish Clerk: Mrs. C. Irwin

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7 March 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, 15 March 2012** 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.

### **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 12 January 2012 (*previously circulated*).
5. To elect a Vice Chairman.
6. Action List (*attached*).
7. Chairman's announcements.
8. Grants and donations:
  - i) to note register of grants made to date (*attached*)
  - ii) Grant applications received (*letters and report attached*):
    - Food Bank
    - 4Sight
9. Budget 2011/12.
  - i) Finance and General Purposes Committee - to review payments made to 29.02.12 (*budget progress to follow*)
  - ii) Analysis of Administration Budget to 29.02.12 (*to follow*).
  - iii) Overall Council Budget 2011/12: to review expenditure to 29.02.12 (*to follow*)
10. To consider purchase of a simple document scanner for the Parish Office.
11. To confirm attendance at training and conference events.
12. Risk management.

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

13. Standing Orders: to consider draft revised Standing Orders (*attached*) and agree a recommendation to Full Council.
  14. Public Toilets on the Common (to note and consider advice from MSDC Solicitor *attached*).
  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. 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.
  17. 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".
  18. Licence fee 21 Denmans Lane.
  19. To note LGPS Contribution Bandings for 2012/13.
  20. Lindfield Parish Directory and Year Book – report by Clerk (*attached*).
  21. Staff appraisals.
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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