

Lindfield Parish Council

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Lindfield Enterprise Park
Lewes Road
Lindfield
West Sussex
RH16 2LH

Parish Clerk: Mrs. C. Irwin

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10 July 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, 18 JULY 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 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 and Confidential Minutes of the meeting of the Finance and General Purposes Committee held on 23 May 2013 (*previously circulated*).
5. Chairman's announcements.
6. Action List (*attached*).
7. Grants and donations:
 - i) To note remaining available funds (*register attached*)
 - ii) To note letters of thanks received.
8. Budget 2013/14
 - i) Finance and General Purposes Committee - to review payments made to 30.06.13 (*budget progress to follow*).
 - ii) Analysis of Administration Budget to 30.06.13 (*to follow*).
 - iii) Overall Council Budget 2013 – 14: to review expenditure to 30.06.13 (*to follow if available*).
9. To consider allocation of unspent funds and transfers to reserves - to include the recommendation of the E&A and P&T Committees (*to follow*).

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

10. Audit:
 - i) To consider Internal Auditor's report (*attached*).
 - ii) To confirm the appointment of the Internal Auditor for the Financial Year 2013/14 (*fees to follow*)
 11. Parish Office update, to include:
 - i) General Meeting of the Shareholders of Lindfield Enterprise Park Ltd.
 12. Public toilets on the Common update
 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. 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.
 17. Matters relating to property at 6 Denmans Lane: (*correspondence attached*)
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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