

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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17 September 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, 25 SEPTEMBER 2014** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 p.m.** to transact the following business:

Welcome and emergency announcements.

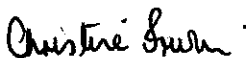
A G E N D A

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 17 July 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 applications received *(letters attached)*:
 - Kent Surrey Sussex Air Ambulance
 - Victim Support Sussex
 - iii) Poppy Appeal 2014: to confirm donation for the Parish Council wreath from the Chairman's Fund *(email attached)*.
 - iv) To note letters of thanks received.
8. To consider paper by Councillor Snowling with a recommendation that Parish Council should award a grant of £1000 to the All Saints Bells Project within 2014 *(attached)*.
9. Financial Regulations: new systems to be put in place *(report from RFO attached)*
10. Budget 2014/15
 - i) Finance and General Purposes Committee - to review payments made to 31.08.14 *(budget progress previously circulated)*.
 - ii) Analysis of Administration Budget to 31.08.14 *(previously circulated)*.
 - iii) Overall Council Budget 2014 / 15: to review expenditure to 31.08.14 *(previously circulated)*.

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

- iv) To consider options for use of the capital sum received for the sale of 6 Denmans Lane.
- 11. Budget 2015/16:
 - i) to note the timetable for setting the budget (including exchange of November/December meeting dates of the Finance and General Purposes Committee and the Environment and Amenities Committee)
 - ii) to consider the F&GP budget.
- 12. Parish Office matters:
 - i) Damage to the front door: update on the insurance claim
 - ii) Work to the roof: quotation received.
- 13. Public toilets on the Common: update.
- 14. To consider for adoption a draft policy on reporting of meetings by members of the public, pursuant to the Local Audit and Accountability Act 2014 and the Openness of Local Government Bodies Regulations 2014 (*attached*).
- 15. To confirm attendance at training and conference events.
- 16. Local Council Elections 2015: circular from SSALC (*attached*) regarding promotional products and assistance available.
- 17. Risk management.
- 18. 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.
- 19. Exclusion of the public [and press]: to consider whether a resolution should be moved under Standing Order No. 3(d) 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.
- 20. Staffing matters

Signed



Christine Irwin
Clerk to the Council

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