

Lindfield Parish Council

6 Denmans Lane
Lindfield
West Sussex
RH16 2LB

Parish Clerk: Mrs. C. Irwin

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19 September 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, 27 September 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. 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 19 July 2012 (*previously circulated*).
5. Chairman's announcements.
6. Action List (*attached*).
7. Grants and donations:
 - i) Grant applications received (*register and letters attached*):
 - Victim Support
 - Open Spaces Society – legal fund to assist members and local groups when fighting cases in courts
 - West Downs Neighbourhood Watch Search Team
8. Budget 2012/13.
 - i) Finance and General Purposes Committee - to review payments made to 31.08.12 (*budget progress to follow.*)
 - ii) Analysis of Administration Budget to 31.08.12 (*to follow*).
 - iii) Overall Council Budget 2012 – 13: to review expenditure to 31.08.12 (*to follow*)
9. Budget 2013/14: to note timetable and to consider change of date for the November F&GP meeting.

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

10. Financial Regulations: to note advice that the Council's Financial Regulations will have to be revised to address forthcoming changes in the law relating to signatories.
11. External Auditor: to note the appointment of Littlejohn LLP to audit the annual return for five years from 2012/13.
12. To confirm attendance at training and conference events.
13. Risk management.
14. Public toilets on the Common: to receive notes of meeting with Mr. S. Smith of the Trevor Patrick Partnership held on 8 August 2012 (*attached*) and any further update (*to follow*).
15. Councillors' allowances: to consider response requested by MSDC on current scheme prior to publication of the report of the Members' Allowances Panel (*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. 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.
18. To confirm and sign the Confidential Minutes of the meeting of the Finance and General Purposes Committee held on 19 July 2012 (*previously circulated*).
19. Staffing matters.
20. Parish Office Accommodation.

Signed

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

Christine Irwin
Clerk to the Council