

Lindfield Parish Council

Clock Tower House
Lindfield Enterprise Park
Lewes Road
Lindfield
West Sussex
RH16 2LH

Parish Clerk: Mrs. C. Irwin

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

21 July 2016

To: Members of the Finance and General Purposes Committee

You are hereby summoned to attend the meeting of the **Finance and General Purposes Committee** to be held on **THURSDAY, 28 JULY 2016** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 p.m.** to transact the following business:

Welcome and emergency announcements.

AGENDA

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.
The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting, that has not been disclosed under this item, the member must immediately disclose it.
3. Questions/comments from members of the public. *(This will be limited to a maximum of 15 minutes. In accordance with Standing Orders 3 (e)-(g) 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 26 May 2016 *(previously circulated)*.
5. Chairman's announcements.
6. Action List *(attached)*.
7. Grants and donations:
 - i) To note available funds *(register attached)*
 - ii) To consider grant requests received *(attached)*:
 - West Sussex Mediation Service
 - iii) To note letters of thanks received.
8. Budget 2016/17 (budget progress reports to 30.06.16 *(to follow)*)
 - i) Finance and General Purposes Committee - to review payments made to 30.06.16
 - ii) Analysis of Administration Budget to 30.06.16.
 - iii) Overall Council Budget 2016 / 17: to review expenditure to 30.06.16 to include:
 - Environment and Amenities Committee budget
 - Planning and Traffic Committee budget
 - Reserves
9. Administration Sub Committee: to receive the Minutes and Confidential Minutes of the meeting held on 7 July.

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

10. Parish Office:
 - i) Photocopier – contract review: to note the decision taken by the Clerk under delegated authority (*attached*).
 11. Proposed public conveniences on the Common: to note the response from the Lindfield Cricket Club Committee (*attached*).
 12. To confirm attendance at training and conference events.
 13. Headline report from RFO on matters arising at the SSALC Legal and Finance Day.
 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.
-

Signed

Iain McLean; Deputy Clerk
For Christine Irwin
Clerk to the Council

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