

Lindfield Parish Council

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Lindfield
West Sussex
RH16 2LH

Parish Clerk: Mrs. C. Irwin

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26 February 2015

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, 5 MARCH 2015** at the King Edward Hall, Lindfield (Jubilee Room) at 8.00 p.m. to transact the following business:

Welcome and emergency announcements.

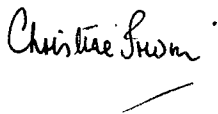
A G E N D A

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 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 and Confidential Minutes of the meeting of the Finance and General Purposes Committee held on 8 January 2015 *(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 *(letters attached)*:
 - iii) To note grant request from St Catherine's Hospice to be deferred to meeting on 28 May – next financial year.
8. Budget 2014/15
 - i) Finance and General Purposes Committee - to review payments made to 31.01.15 *(budget progress to follow)*.
 - ii) Analysis of Administration Budget to 31.01.15 *(to follow)*
 - iii) Overall Council Budget 2014 / 15 (to follow): to review expenditure to 31.01.15 to include:
 - Environment and Amenities Committee budget
 - Planning and Traffic Committee budget
9. Annual Review of the Effectiveness of the Internal Audit and Internal Control Procedures *(to follow)*
10. Proposed public conveniences on the Common: update.

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

11. Parish Office: update on the replacement of the front door and the roof repairs.
12. To confirm attendance at training and conference events.
13. Risk management: to receive risk assessment for Financial Management (*attached*).
14. Policies: to consider draft policies for adoption (*attached*):
 - i) Equality Policy
 - ii) Dignity at Work/Bullying and Harassment Policy
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. 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.
17. Licence fee 21 Denmans Lane.
18. To note LGPS Contribution Bandings for 2015/16 (*attached*).
19. Staffing.

Signed



Christine Irwin
Clerk to the Council

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