

# Lindfield Parish Council

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

Parish Clerk: Mr. A. Funnell

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23 February 2018

## 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, 1 MARCH 2018** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 p.m.** to transact the following business:

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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 11 & 18 January 2018.
5. Chairman's announcements.
6. Action List.
7. Grants and donations:
  - i) To note available funds.
  - ii) To consider grant requests received:
    - St Catherine's Hospice
  - iii) To note letters of thanks received.
  - iv) To consider the use of an application form.
8. Budget 2017/18 (budget progress reports to 31.01.18)
  - i) Finance and General Purposes Committee - to review payments made to 31.01.18
  - ii) Analysis of Administration Budget to 31.01.18
  - iii) Overall Council Budget 2017 / 18: to review expenditure to 31.01.18 to include:
    - Environment and Amenities Committee budget
    - Planning and Traffic Committee budget
    - Reserves
9. Investment of Funds: Report from Councillor Henton
10. Barclays Bank - Update from the RFO

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

11. Clock Tower House: Property report.
    - a) Clerk's report
    - b) Review received quotes for work
    - c) To consider upgrading the current broadband service to fibre optic
  12. Lindfield Parish Directory and Year Book 2018 edition report
  13. To consider a request for equipment purchases as by the Planning and Traffic Committee
  14. Data Protection - Update from the Clerk.
  15. Parish Council Website - Update
  16. Proposed Toilets on the Common: To note any update.
  17. To confirm attendance at training and conference events.
  18. Risk Assessment.
  19. 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.
  20. 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.
  21. Recruitment of Village Orderly.
  22. To review LGPS contribution bandings for 2018/19.
  23. Review of licence fee re: 21 Denmans Lane and to consider the fee for 2019/20.
  24. To consider a matter relating to the Clock Tower House tenancy.
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Signed

*A Funnell*

Andrew Funnell  
Clerk to the Council

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