

# *Lindfield Parish Council*

6 Denmans Lane  
Lindfield  
West Sussex  
RH16 2LB

Parish Clerk: Mrs. C. Irwin

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11 March 2009

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 19 March 2009 at the King Edward Hall, Lindfield (Jubilee Room) at 8.00 p.m. to transact the following business:

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## A G E N D A

1. Welcome and emergency announcements.
2. To accept apologies for absence.
3. To receive Declarations of Interest by Members in respect of any Item on the Agenda.
4. Questions/comments from members of the public. (This will be limited to a maximum of 15 minutes).
5. To confirm and sign the Minutes of the meeting of the Finance and General Purposes Committee held on 15 January 2009 (previously circulated).
6. Action List / Project Progress Report (attached).
7. Chairman's report to include:
  - High Street shops
8. Grants and donations:
  - i) To consider requests from:
    - 1<sup>st</sup> Lindfield Sea Scout Group (report attached)
    - 4Sight (attached)
    - West Sussex Mediation Service (attached)
  - ii) To note any letters of appreciation for grants made.
9. Finance and General Purposes Committee Budget 2008/09:
  - i) To review payments made to date in 2008/09 (attached)
  - ii) Analysis of Administration Budget 2008/09 (attached)
  - iii) To note the closure of the Barclays Treasury Deposit Account.
10. Review of Internal Audit (report attached)

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

11. Liaison with Lindfield Rural Parish Council
  - i) To consider any issues relating to the proposed merger of the two Parish Councils
  - ii) To consider draft letter to be forwarded to Lindfield Rural Parish Council for their agreement before sending to residents of both Parishes (to follow)
  - iii) To consider any issues relating to Walstead Cemetery including to note the decision of Lindfield Rural Parish Council regarding burial fees.
12. Communications Forum:
  - i) To receive the notes of the meeting held on 13 January 2009 (previously circulated)
13. Parish Council's Newsletter: update on distribution arrangements though Lindfield Life.
14. Lindfield Parish Directory and Year Book: to confirm publication of the 2010 Directory.
15. Risk Assessment update.
16. To confirm attendance at training and conference events.
17. Refurbishment of the Denmans Lane public toilets: progress report.
18. To consider any issues relating to additional accommodation at Denmans Court.
19. To consider for adoption: Grievance and Discipline Procedures based on the NALC Model Procedures (to follow).
20. Three Tiers, four Villages Group: to consider formal support for the Mid Sussex Four Parishes Vision Statement (attached).
21. 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.

On conclusion of this part of the meeting a further period of 15 minutes will be set aside to allow members of the public to ask questions/make comments.
22. To consider whether a resolution should be moved under Standing Order No. 35(a) "that in view of the special nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw".
23. Staffing issues:

2008 / 09 National Final Salary Award for Local Council Clerks (following arbitration) (attached)

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Signed

Christine Irwin  
Clerk to the Council

c.c. All other Parish Councillors  
WSSC Cllr. Mrs. M. Johnson  
MSDC Cllr. Mr. A. Lea

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