



PULBOROUGH PARISH COUNCIL

Working together for a better future

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ATTENTION: A PUBLIC SPEAKING ITEM HAS BEEN INCLUDED ON THE AGENDA. ANY RESIDENT WISHING TO SPEAK ON AN ITEM SET OUT ON THIS AGENDA MUST INFORM THE PARISH CLERK NO LATER THAN 12 NOON THE DAY PRIOR TO THE MEETING.

Members of the public are welcome to attend all Council and Committee meetings – please check www.pulboroughparishcouncil.gov.uk in case of any meeting cancellations.

Members of the public wishing to hear this virtual meeting may do so by telephone, access details are at the foot of the agenda.

You are hereby summoned to a meeting of the Finance & Policy Committee which will take place virtually using Microsoft Teams on **Thursday 24th September 2020, at 7.30pm**. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) regulations 2020 (“the Regulations”) came into force on 4th April 2020. The Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May next year.

**Heather Knight
Clerk**

01798 873532 clerk@pulboroughparishcouncil.gov.uk
Swan View, Lower Street, Pulborough, RH20 2BF

Dated: 17th September 2020

AGENDA

- 1. Apologies for Absence**
To receive and approve apologies for absence.
- 2. Declarations of Interest and Changes to Register of Interests**
To receive members declarations of interest on any agenda items and to note any changes to councillors' register of interests.
- 3. Minutes**
To approve and sign the minutes of the virtual meeting held on 23rd June 2020 (*attached/to follow*) and to receive the clerk's report.
- 4. Public Speaking**
In accordance with standing order 1f, the chairman will invite those residents who have given formal notice to speak once only in respect of business itemised on the agenda and shall not speak for more than **5 minutes** or **10 minutes** if he/she is speaking on behalf of others such as a residents group.
- 5. Parish Council Finances**
 - To receive bank reconciliations for cashbooks 1 and 3 as at 30th April, 31st May, 30th June, 31st July and 31st August 2020 (*attached*) and compare to bank statements;
 - To receive summary of income and expenditure compared to budget to 30th June 2020;
 - To receive statement of earmarked reserves as at 30th June 2020 (*attached*);
 - To note creditor invoices more than 30 days outstanding.

6. **Sports Pavilion Development Project**
Progress update on the project and business plan.
7. **Allotment Rental Reviews for 2021/22 financial year**
To consider plot rental fees for the next financial year
8. **Purple Bus (Sussex Clubs for Young People / Youth Club)**
To consider request by SCYP to have access to the Council's Multi-Sports Facility following withdrawal of youth club premises access and whether this will be chargeable (*correspondence copied to C'ttee*)
9. **Insurance Renewal and Review**
To approve the annual renewal for 2020/21 from 1st October 2020 of the insurance policy cover with AXA, under the Long Term Agreement through Came & Co., at a total cost of £4,654.54 (*copied to Committee*)
10. **Chanctonbury Leisure Centre**
To consider request from HDC for funding from parish councils to support rescue package for re-opening of Chanctonbury Leisure Centre (*copied to C'ttee*)
11. **Grant Aid 2020**
To appoint Members to Working Group to consider Grant Aid 2020 applications and make recommendations to October Committee Meeting, following application deadline of 30th September 2020
12. **Internal Auditor Appointment**
To approve re-appointment of Auditing Solutions Ltd as the Council's internal auditor for the 2020/21 financial year
13. **COVID-19 – Tenancy Rents – deferred from last meeting**
To consider discretionary review of rents of council's lease and licence sports pavilion tenants during pandemic period whilst clubs are unable to receive income, and consider reports received from clubs
(*confidential reports/requests from clubs attached*)
14. **Staffing – Annual Salary Reviews**
 - To note National Salary Award payscale revisions as per NALC recommendations, applicable from 1st April 2020 for local government employees, following agreement by National Joint Council for Local Government Services
 - To consider annual salary reviews for all employees (deferred from March 2020)
15. **Correspondence**
To note items of correspondence (*attached*).
16. **Payments**
To approve payments for signing (*details to be circulated to members prior to meeting*).

Agenda items 13 and 14 may contain confidential items and therefore require a resolution to exclude public and press (SO 1c refers)

MEMBERS OF THE PUBLIC WISHING TO HEAR THE MEETING LIVE SHOULD DIAL: 0203 8555316 (normal local call rate applicable)

I.D. FOR THE MEETING: 237 755 475#

You will be asked your name and allowed audio access only unless you have pre-registered to speak or are a Member of the Parish Council

Meetings will be recorded for officer note taking purposes and destroyed on publication of Minutes