



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

## **PULBOROUGH PARISH COUNCIL**

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

You are hereby summoned to a meeting of the Finance & Policy Committee which will be held at the Sports Pavilion at the Sports & Social Club on **Thursday 27<sup>th</sup> October 2016 at 7.30pm.**

### **AGENDA**

**1. APOLOGIES FOR ABSENCE**

To receive and approve the apologies for absence

**2. DECLARATIONS OF INTEREST**

To receive members' declarations of interest on any agenda items

**3. MINUTES**

To agree and sign the minutes of the meeting held on 22<sup>nd</sup> September 2016 and the minutes of the extraordinary meeting held on 6<sup>th</sup> October 2016, circulated previously, 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 Cashbook 1 as at 30<sup>th</sup> September 2016, and agree to bank statement (Copied to Committee)

To note invoices more than 30 days outstanding

**6. BUDGET FOR 2017/18**

To discuss the potential budget for the 2017/18 municipal year, for recommendation to Full Council

**7. GRANT AID 2016**

To consider applications for 2016 grant funding, including recommendations from Grant Aid 2016 Task & Finish Group, and make recommendations to Full Council on 24<sup>th</sup> November 2016

**8. RISK REGISTER**

To receive, review and if acceptable update entries:

- A8, A11, F1 F2 and F3 of Administration schedule
- 7, 14, 15, 17, 18, 19 and 22 of Governance & Management schedule

**9. CHANGES TO STRUCTURE OF COUNCIL AND COMMITTEES**

Referred from F&P Meetings of 26<sup>th</sup> April and 22<sup>nd</sup> September 2016, Min. 96 and Min. 38 refer (Cllr Quedstedt to report)

**10. INSURANCE**

To note renewal of insurance cover, including Certificate of Employers' Liability Insurance, from 1<sup>st</sup> October 2016 and continuance of long term agreement until 30<sup>th</sup> September 2018

**11. CORRESPONDENCE**

To note items of correspondence and to give guidance to the Clerk in responding

**12. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA**

**13. PAYMENTS**

To approve the payments for signing (Details to be circulated to members prior to meeting)

**14. REVIEW OF PULBOROUGH CRICKET CLUB'S LICENCE**

To consider further information relating to the licence subsequent to previous discussion - Min. 21 and Min. 40 refer

*NB: This item may require a resolution to suspend Standing Orders*

**15. STAFFING UPDATE**

Including to ratify/approve attendance of Clerk at two SSALC training seminars, at a cost of £78 and £90 respectively plus associated travel costs

**Dated: 20<sup>th</sup> October 2016**

**Heather Knight  
Clerk**

01798 873532

[clerk@pulboroughparishcouncil.gov.uk](mailto:clerk@pulboroughparishcouncil.gov.uk)

Swan View, Lower Street, Pulborough, RH20 2BF

***Agenda items 14 and 15 may contain confidential items and therefore require a resolution to exclude public & press (SO 1c refers)***