



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

## **PULBOROUGH PARISH COUNCIL** *Working together for a better future*

**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 26<sup>th</sup> October 2017 at 7.30pm**

**Heather Knight**  
**Clerk**

01798 873532 [clerk@pulboroughparishcouncil.gov.uk](mailto:clerk@pulboroughparishcouncil.gov.uk)  
Swan View, Lower Street, Pulborough, RH20 2BF

**Dated: 19<sup>th</sup> October 2017**

### **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 meeting held on 28<sup>th</sup> September 2017, previously circulated, 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 (attached) and compare to bank statements
  - To receive summary of Income and Expenditure compared to budget as at 30<sup>th</sup> September 2017. (attached)
  - To note creditor invoices more than 30 days outstanding
- 6. BUDGET FOR 2018/19**  
To discuss potential budget for the 2018/19 civic year for recommendation to Council.
- 7. RISK REGISTER**  
To review entries A1, A7 A8, A10, A11, F1, F2, F3 and F4 of Administration Schedule; entries 1, 7, 12a, 12c, 12d, 12f, 12g, 12j, 13a, 13, 15, 17, 18, and 19 of Governance & Management Schedule; and R1, R2, R4.2, R4.3, R4.5 and R5.2 of Recreation & Open Spaces Schedule.

- 8. S106 FUNDS /CIL MONIES**  
To review Council's requirements for the expenditure of S106 / CIL monies.
- 9. GRANT AID 2017**  
To consider applications for 2017 Grant Aid funding, including recommendations from Grant Aid 2017 Task & Finish Group, for recommendation to Council.
- 10. LEASES AND LICENCES UPDATE**  
To progress conclusion of club lease and licence renewals.
- 11. REVIEW OF LGPS DISCRETIONS POLICY**  
To review Council's Discretions Policy and consider whether any amendment is necessary, for ratification by Council and notifying to WSCC
- 12. STAFFING MATTERS**  
To ratify Clerk's attendance at Clerk's Technical Networking/Training Day 2<sup>nd</sup> November 2017, at a cost of £65 + VAT
- 13. CORRESPONDENCE**  
To note items of correspondence (list attached).
- 14. PAYMENTS**  
To approve the payments for signing. (Details to be circulated to members prior to meeting)