



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 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 22nd February 2018 at 7.30pm.**

Heather Knight
Clerk

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

Dated: 15th February 2018

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 25th January 2018 (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 31st January 2018 (attached) and compare to bank statement.
- To note most up to date Earmarked Reserves report (to be circulated).
- To note creditor invoices more than 30 days outstanding.
- To note completion of internal control inspection for quarter 2 to 30th September 2017 and to appoint Cllr to undertake internal control inspection for quarter 3 to 31st December 2017.

6. S106/CIL

- Review of S106 funding for the sports pavilion re-build project - to include feedback from meeting/s held between Council Chairman, Committee Chairman and HDC Head of Community & Culture and HDC Leisure Services Officer, and feedback from Rural Funding Opportunities Workshop on EAFRD /LEADER grants
- Review of S106 funding for highways contributions - any update if available.

7. LEASES AND LICENCES

To review progress of lease/licence renewals of Sports Pavilion tenants and to note advice from solicitor regarding Snooker Club lease prior to completion and issue (correspondence copied to Committee, attached)

8. STAFFING MATTERS:

To consider working arrangements for Clerk including possible increase from 30 to 37 hrs per week (Min. 146, Council 18.1.18 refers)

9. CORRESPONDENCE

To note items of correspondence (list attached).

10. PAYMENTS

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

Items 7 and 8 may contain confidential matters and therefore require a resolution to exclude public and press (SO 1c refers)