



**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 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](http://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 28<sup>th</sup> January 2021, 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 4<sup>th</sup> April 2020. The Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021.

**Heather Knight**  
Clerk

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

**Dated: 21<sup>st</sup> January 2021**

**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 the minutes of the online meeting held on 19<sup>th</sup> November 2020 (*attached unless 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> November and 31<sup>st</sup> December 2020, for Cashbook 2 as at 30<sup>th</sup> November 2020, and for Cashbook 3 as at 30<sup>th</sup> November and 31<sup>st</sup> December 2020 (*attached*) and compare to bank statements;
  - To receive quarterly comparison of Income and Expenditure to budget as at 31<sup>st</sup> December 2020 (*attached*);
  - To receive latest available statement of Earmarked Reserve funds (*attached*);
  - To note completion of previous Q1 and Q2 internal control inspections and to appoint Member to undertake Q3 inspection to 31<sup>st</sup> December 2020;
  - To note creditor invoices more than 30 days outstanding.

6. **Covid-19 Financial Impacts: Tenant Rent Review Request**  
To consider request from Sports & Social Club for review of rent and financial situation for the periods of the second and third Government lockdown (*email copied to Committee*)
7. **S106/CIL Reports**  
To consider latest quarterly HDC reports (*copied to Committee*)
8. **Sports Pavilion Development Project**  
Verbal update, if available, on project progress (subject to Council decision 21.01.21).
9. **Grant Aid 2020/21**  
To consider request from West Sussex Mediation Service for Grant Aid (*copied to Committee*)
10. **Review of LGPS Scheme Employer Discretions Policy**  
To undertake annual review of Local Government Pension Scheme Employer Discretions Policy and recommend adoption to Council (*copied to Committee*)
11. **Staffing**  
To note Clerk's verbal report on staffing matters (confidential).
12. **Correspondence**  
To note items of correspondence. (*list attached*).
13. **Payments**  
To approve payments for signing. (*details to be circulated to members prior to meeting*).

***Agenda item 11 may contain confidential items in part, 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)  
Phone Conference ID: 881 540 603#  
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**