



Quality
Parish
Council

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 23rd October 2014 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 25th September 2014, 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. WEEKEND LITTER WARDEN

To review the above position and agree whether to continue after 1st November 2014.

6. PARISH COUNCIL FINANCES

To receive Bank Reconciliations as at 30th September 2014. Copied to Committee.

To receive a summary of Income and Expenditure compared to Budget as at 30th September 2014.

To receive a projection of anticipated Income and Expenditure compared to Budget for the year ended 31st March 2015.

To receive a summary of earmarked funds as at 30th September 2014.

To receive a summary of outstanding invoices.

To discuss the potential budget for the 2015/16 municipal year for recommendation to Full Council on 27th November 2014.

7. RISK REGISTER

To receive, review and if acceptable update entries

- A8, A11, F1, F2 & F3 of Administration schedule;
- 7, 14, 15, 17, 18, 19, 22 of Governance & Management schedule;
- R2, R4.2 of Recreation & Open Spaces Schedule.

Copied to Committee.

8. INTERNAL CONTROL POLICY

To receive and if acceptable recommend to Ful Council the Internal Control Policy. Copied to Council.

Completion of Appendix A to Internal Control Policy for quarters ending 30th June and 30th September 2014.

9. RECORDING, FILMING AND BROADCASTING OF ALL PUBLIC MEETINGS

To note the Local Audit and Accountability Act 2014 and the provision to allow persons to film, photograph or make sound recordings of proceedings Council meetings.

10. CORRESPONDENCE

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

11. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA

12. PAYMENTS

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

Dated 17th October 2014

**Sarah Norman
Clerk**

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