



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 16th November 2017 at 7.30pm**

**Heather Knight
Clerk**

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

Dated: 10th November 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 26th October 2017 (attached), 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 30th October 2017 (attached) and compare to bank statements
 - To receive most up to date summary of Income and Expenditure compared to budget (attached)
 - To note creditor invoices more than 30 days outstanding
- 6. STAFFING MATTERS**
Verbal report from Clerk regarding Weekend Litter Warden position
- 7. BUDGET AND RESULTING PRECPT REQUIREMENT FOR 2018/19**
To discuss potential budget for the 2018/19 civic year for recommendation to full Council (draft budget to follow)

8. CORRESPONDENCE

To note items of correspondence (list attached).

9. PAYMENTS

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