



PULBOROUGH PARISH COUNCIL

Working together for a better future

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ATTENTION: THE PUBLIC HAVE A RIGHT TO ATTEND THIS MEETING AND THEREFORE 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.

THE ROOM WILL HAVE LIMITED CAPACITY DUE TO SOCIAL DISTANCING MEASURES, THEREFORE PUBLIC ADMISSION TO THE MEETING IS NOT GUARANTEED.

You are hereby SUMMONED to a meeting of the Finance & Policy Committee to be held in the Rother Hall at Pulborough Village Hall on **Thursday 30th September at 7.30pm.**

**Heather Knight
Clerk**

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

Dated: 23rd September 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 Thursday 22nd July 2021 (*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 31st July 2021, and for Cashbook 3 as at 31st July 2021 (*attached*), and for Cashbook 1 as at 31st August 2021 and Cashbook 3 as at 31st August 2021 if available (*to follow if available*) and compare to bank statements;
 - To note most recent summary of Earmarked Reserves *to follow, if available*);
 - To note creditor invoices more than 30 days outstanding.
 - To note completion of Q4 31.03.21 and Q1 30.06.21 internal control inspections, and to appoint Councillor to undertake Q2 inspection to 30th September 2021, as per Internal Control Policy.

- 6. Sports Pavilion Development Project**
To note validation by Horsham DC of the Council's planning application (*attached*);
To consider potential reduction of CIL monies due to be paid to LPA in connection with the planning application;
To consider any publicity the Council may wish to undertake.
- 7. Allotment Rent Review 2022-23**
To consider plot rental fees for the next financial year, for implementation 1st October 2022.
- 8. Projected Planning**
To consider and review the Council's objectives, associated project planning and any financial implications for 2022 onwards (*copy of last document 27.06.19 attached*)
- 9. Leases – Pulborough Bowls Club**
To note expiry of current 10 year lease on 29th September 2022 and to consider whether to begin proceedings to renew or renegotiate this lease.
- 10. Grant Aid 2021-22**
To consider appointing Task & Finish Group to review Grant Aid 2021 applications and make recommendations to the Committee following application deadline of 30th September 2021.
- 11. Meeting Venues for 2022 onwards**
To consider venues for Council meetings from January-December 2022: To revert to use of the Council's Sports Pavilion Committee Room or to retain use of the Village hall (Rother Hall).
- 12. Covid-19 Impact on Tenant Clubs – Pulborough Football Club**
To receive information from Pulborough Football Club regarding financial impact of 2020-21 pandemic lockdowns and consider request for review of rent invoice for 2021-22 (*attached*).
- 13. Staffing**
To receive Clerk's confidential report on staffing matters.
- 14. Correspondence**
To note items of correspondence. (*list attached*).
- 15. Payments**
To approve payments for signing. (*details to be circulated to members prior to meeting*).

Agenda items 12 and 13 will contain confidential items, and therefore require a resolution to exclude public and press (SO 3d refers)