



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 24th October 2019 at 7.30pm.**

Heather Knight
Clerk

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

Dated: 17th October 2019

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 September 2019 (*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 and Cashbook 3 as at 30th September 2019 (*to follow*) and compare to bank statements
 - To receive quarterly comparison of Income and Expenditure to budget as at 30th September 2019 (*to follow*)
 - To receive latest available statement of Earmarked Reserve funds (*to follow*)
 - To note creditor invoices more than 30 days outstanding
 - To note completion of Quarter 1 internal control inspection and to appoint Councillor to undertake Quarter 2 inspection to 30th September 2019, as per Internal Control Policy
- 6. BUDGET FOR 2019/20**
To discuss potential budget for the 2019/20 civic year (*draft to be circulated*)

7. S106/CIL MONIES

- To note HDC October report of Unspent / Potential S106 monies (*copied to Committee*)
- To note HDC intention to issue quarterly reports for CIL funds and consider HDC request to advise what report information would be most useful for the Parish Council

8. NEIGHBOURHOOD WARDENS

To consider proposal to reduce the cost of employing Neighbourhood Wardens to reflect the additional level of local policing (PCSOs) being introduced from 4th November 2019 – proposal / report by Cllr Queded. (*Copied to Committee, other background papers previously forwarded to Cllrs*)

9. SPORTS PAVILION REFURBISHMENT PROJECT

To consider progress on business plan for the project

10. GRANT AID 2019

To consider award recommendations from Grant Aid Working Group for Grant Aid 2019 applications, and to make recommendations to Council.

11. FINANCIAL REGULATIONS

To review Financial Regulations, amended in line with NALC July 2019 issue, and recommend to Council for adoption (*attached*).

12. STAFFING MATTERS

- To ratify Clerk's attendance at SALC Clerk's Networking/Training seminar on 7th November 2019, at a cost of £110.00 + VAT, and travel costs
- To note Clerk's verbal report on CiLCA qualification progress
- To note Clerk's verbal report on recent staffing matters

13. ITEMS FOR NEXT F&P AGENDA

To note any items requested for the next F&P agenda, to be followed up as a written proposal with recommendations for decision.

14. CORRESPONDENCE

To note items of correspondence.

15. PAYMENTS

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

Agenda item 12 may contain confidential items in part, and therefore require a resolution to exclude public and press (SO 1c refers)