



PULBOROUGH PARISH COUNCIL

Working together for a better future

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 26th September 2019 at 7.30pm.**

Heather Knight
Clerk

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

Dated: 19th September 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 27th June 2019 (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 and Cashbook 3 as at 30th June, 31st July and 31st August 2019 (*attached*) and compare to bank statements.
 - To receive quarterly comparison of Income and Expenditure to budget as at 30th June 2019
 - 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 4 internal control inspection and to appoint Councillor to undertake Quarter 2 inspection to 30th September 2019, as per Internal Control Policy.
- 6. AUTHORISATION OF BACS PAYMENTS**
To appoint second Councillor to authorize online NatWest Bank Bankline payments following Council approval of payments

7. **S106/CIL**
To receive notification from SDNP of CIL monies due to the Parish Council in October 2019, and to consider options for spending of the 'Neighbourhood Portion'. *(copied to Committee)*
8. **ACTION IN RURAL SUSSEX: VILLAGE HALLS & COMMUNITY BUILDINGS CONFERENCE, THURSDAY 7TH NOVEMBER 2019, 9.30AM-2.00PM, THAKEHAM VILLAGE HALL**
To consider Council attendance if relevant to Pulborough Sports Pavilion project, at a cost of £25 (incl. VAT) per delegate.
9. **SALC LOCAL GOVERNMENT FINANCE WORKSHOP FOR COUNCILLORS**
To consider Committee Member attendance on finance training to be held 6-9pm on Wednesday 13th November 2019 at East Grinstead, Tuesday 19th November 2019 at Hurstpierpoint or Tuesday 26th November 2019 at Battle.
10. **SPORTS PAVILION REFURBISHMENT PROJECT**
- To consider developing financial business case *(referred from last meeting, Min. 8 refers)*
 - Council Long Term Plan / Corporate Strategy *(referred from last meeting, Min. 9 refers, for consideration with Sports Pavilion Business Case)*
11. **INSURANCE RENEWAL AND REVIEW**
- To approve the annual renewal for 2019/20 of the insurance policy cover with Inspire, under the Long Term Agreement through Came & Co., at a premium of £4,516.86 *(copied to Committee)*
 - To consider whether the Council wishes to insure any gates, fences, trees or surfaces for loss or damage, at an additional annual premium of circa £50 per £10,000 sum insured.
12. **GRANT AID 2019**
- To appoint Members to Working Group to consider Grant Aid 2019 applications and make recommendations to October Committee Meeting, following application deadline of 30th September 2019
 - To note end of project funding reports received from Horsham District Age UK and Pulborough Cricket Club, as per Grant Aid policy
13. **REMEMBRANCE COMMEMORATIONS 2019**
- To consider purchase of Parish Council poppy wreath for Armistice Day Service 2019, suggested donation £17 for 17" standard wreath
 - To consider purchase of lamp post poppies (cost to be advised) and arrangements for installing/removing
14. **BILLINGSHURST NEIGHBOURHOOD PLAN**
To consider whether a formal Council response should be made to Billingshurst Neighbourhood Plan Reg. 14 consultation, deadline 29th September 2019 (referred to committee due to deadline) *(link to documents below)*
http://www.billingshurst.gov.uk/Neighbourhood_Plan_22674.aspx
15. **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.
16. **CORRESPONDENCE**
To note items of correspondence *(none at time of agenda publication)*.
17. **PAYMENTS**
To approve the payments for signing. (Details to be circulated to Members prior to meeting).