



PULBOROUGH PARISH COUNCIL
Working together for a better future

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.

You are hereby SUMMONED to a meeting of the Finance & Policy Committee to be held in the Committee Room at Pulborough Sports Pavilion on **Thursday 22nd June 2023 at 7.30pm.**

Heather Knight
Clerk

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Swan View, Lower Street, Pulborough, RH20 2BF

Dated: 15th June 2023

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 meeting held on Thursday 27th April 2023 (*attached unless previously circulated*) and to receive the Clerk's report.
- 4. Sub-Committee Meeting Minutes**
To receive and consider Minutes, reports and recommendations of the F&P Staffing Sub-Committee meeting held 25th May 2023 (*attached*).
- 5. 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.
- 6. Sussex Clubs for Young People (SCYP) - Youth Club provision**
To consider future service provision and availability of Pulborough venue for the club.
- 7. Storage Containers at Sports & Social Club Car Park**
To consider request from Pulborough Community Partnership jointly with the Sports & Social Club for proposed removal and replacement of 2x storage containers, including temporary moving of 1x existing storage container (*proposal paper attached*)
- 8. Parish Council Finances**
 - To note quarterly statement of earmarked reserves to 31st March 2023 (*attached*);
 - To appoint Cllr to undertake internal control inspection to 31st March 2023, as per Internal Control Policy;
 - To note creditor invoices more than 30 days outstanding.

- 9. Risk Register**
To undertake Risk Register review for 2023-24 civic year (*attached*)
- 10. Asset Register**
To review Council Asset Register
- 11. Asset Management – Sports & Social Club**
To consider, if available, quotations for full building survey to establish maintenance programme priorities and action plan (*attached, if available*)
- 12. Asset Management – Recreation Ground**
To consider options for installation of urgent defence measures against unauthorised encampments, such as additional posts and/or gate.
- 13. Asset Management – Multi Sports Facility (MSF/MUGA)**
To consider options for improvements to the MUGA, including review of previous quotations for either essential resurfacing work or plans for replacement facility – updated costs to be considered if available (*attached if available*)
- 14. Sports Pavilion Development Project**
To note any update on progress, if available, following the receipt of revised project cost estimate, reported to full Council 15th June 2023.
- 15. Tractor Shed – Alarm Service Key Holders**
To appoint up to 3x named individuals for call out contact when alarm system is triggered out of hours.
- 16. Groundsman Vehicle Use**
To consider whether to investigate the purchase or lease of a suitable works vehicle for use by the Groundsman including how this would be funded, if necessary making appropriate budgetary provision for 2024-25.
- 17. Correspondence**
To note items of correspondence. (*list attached*).
- 18. Payments**
To approve payments for signing. (*Details to be circulated to members prior to meeting*)