



**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. **THE ROOM WILL HAVE A 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 22nd July at 7.30pm.**

**Heather Knight**  
**Clerk**  
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Swan View, Lower Street, Pulborough, RH20 2BF

**Dated: 14<sup>th</sup> July 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 29<sup>th</sup> April 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 30<sup>th</sup> April, 31<sup>st</sup> May and 30<sup>th</sup> June 2021, and for Cashbook 3 as at 30<sup>th</sup> April, 31<sup>st</sup> May and 30<sup>th</sup> June 2021 if available (*attached/to follow if available*) and compare to bank statements;
  - To receive summary of Income and Expenditure compared to budget to 30<sup>th</sup> June 2021 if available (*attached/to follow if available*);
  - To note a statement of Earmarked Reserve funds to 30<sup>th</sup> June 2021 if available (*attached/to follow, if available*);
  - To note creditor invoices more than 30 days outstanding.
- 6. S106 / CIL Monies**  
To receive latest quarterly report of unspent and potential S106 or CIL monies from HDC (*attached*)

- 7. Internal Audit Report 2020-21 (Final)**  
To receive the Internal Audit Report 2020-21 Final from Auditing Solutions Ltd *(attached)*.
- 8. Sports Pavilion Development Project**  
Verbal update, if available, on project planning application progress.
- 9. Covid-19 Financial Impacts – Snooker Club**  
To receive information and request from Pulborough Snooker Club regarding rent and finances as a result of the pandemic impact *(attached)*
- 10. Insurance Renewal**  
To consider quotations for insurance cover or renewal *(attached)*.
- 11. Code of Conduct**  
To consider adoption of new model (LGA) Code of Conduct for Local Authorities, as recommended by Horsham District Council *(attached)*.
- 12. Meeting Venues and lifting of social restrictions**  
To agree future venues for meetings following the lifting of social restrictions from 19<sup>th</sup> July 2021 and rise of infection rate.
- 13. Correspondence**  
To note items of correspondence. *(list attached)*.
- 14. Payments**  
To approve payments for signing. *(details to be circulated to members prior to meeting)*.

***Agenda item 9 may contain confidential items, and therefore require a resolution to exclude public and press (SO 3d refers)***