

Lancing Parish Hall  
South Street  
Lancing  
West Sussex  
BN15 8AJ

Tel: 01903 753355  
Email: [clerk@lancingparishcouncil.gov.uk](mailto:clerk@lancingparishcouncil.gov.uk)  
[www.lancingparishcouncil.gov.uk](http://www.lancingparishcouncil.gov.uk)



To: Members of Finance & General Purposes Committee

**CLRs:- Carol Albury, Clive Burghard, Robin Monk, Geoff Patmore, Emma Purnell, Gina Scotting and Jean Turner.**

**Ex-Officio members, Cllr Gloria Eveleigh, Parish Chair and Cllr Mick Clark, Parish Vice-Chair**

To: Other Councillors for information

Notice is hereby given that you are required to attend the meeting of the Finance and General Purposes Committee which will be held on Wednesday 13 March 2019 in the Council Chamber, Parish Hall, South Street at 7.30pm (directly after the Planning Committee meeting).

Helen Plant  
Clerk to the Council  
7 March 2019

## AGENDA

### 43. Apologies

### 44. Declaration of Substitute Members

### 45. Declarations of Interest

*Members are reminded to make any declarations of personal and/or prejudicial interest that they may have in relation to items on this agenda.*

*Notice should be given at this part of the meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent.*

### 46. Public Forum/Questions

*Members of the public are reminded that only questions and statements relating to items on this agenda will be allowed. In accordance with Standing Order 1e, Members of the public will also be given the opportunity to express opinions at each main agenda item and at the end of the meeting to identify any issues to be added to future agendas. However, during discussions of sensitive or confidential matters, the public will still be excluded.*

*Questions relating to any other items that are not on this agenda should be referred to the Chair of the Council or Clerk as appropriate and outside this meeting.  
Once this meeting has concluded, a number of Councillors will remain to answer any questions that local residents may have on other Parish related issues.*

**47. Minutes of the Previous Meeting held on 16 January 2019 (attached)**

**Recommendation** – That the Minutes of the previous meeting be approved.

**48. Accounts for payment (reports attached)**

**48.1 January Expenditure**

- i. January Current A/C expenditure in the sum of £44,430.74 (Page 1026)
- ii. January Clerks Payment A/C expenditure in the sum of £6.18 (Page 437)

**48.2 February Expenditure**

- i. February Current A/C expenditure in the sum of £26,661.43 (Page 1029)
- ii. February Clerks Payment A/C expenditure in the sum of £5.50 (Page 439)

**49. Approval of Cash Balances & Investments in the sum of £377,089.31 as at the 28 February 2019 (report attached)**

**50. Detailed Income & Expenditure by Budget Heading (report attached)**

**51. Clerk's Report**

**51.1 Unpaid Beach Green Hire Fee – Charles Chipperfield Circus – Update**

Pursuant to Committee Minute 42.4/Jan/19, it can be confirmed that a formal letter of claim was duly sent as a start of the proceedings to recover the debt from Charles Chipperfield Circus. The deadline for a response was 5 March 2019 and no form of reply has been received.

Members are now asked whether to pursue the unpaid hire fee through the small claims court to recover the funds at a cost of £455. However, it should be noted that the company's accountant has stressed that there are no funds or assets available.

**Recommendation** – Members' views are requested.

**51.2 Parish Hall Defibrillator update**

Pursuant to Committee Minute 42.5/Jan/19, it can be confirmed that a defibrillator has now been fitted to the exterior of the Parish Hall, sited to the east side of the North Wing and will be operational once it has been recorded on the relevant register.

A press release in conjunction with the Lancing and Sompting Lions will be made at the appropriate time.

**Recommendation** – That the information be noted.

**51.3 Beachside Montessori Nursery – request to lengthen lease**

Whilst the Nursery's current lease does not expire until 31 August 2022, they have asked to increase it to ten-years, i.e. until 31 August 2027. They are confident that the business will continue to grow and this extension to the lease will give them peace of mind that they can remain at the Parish Hall.

However, a clause will need to be written into the lease that the Council must give the tenant no less than six-month's notice to terminate the agreement should a decision be taken on the future use of the Parish Hall.

**Recommendation** – That it be recommended to full Council that The Beachside Montessori Nursery lease be extended to ten-years, with a clause included that the Council must give the tenant no less than six-month's notice to terminate the agreement.

**51.4 Community Cinema (*document attached*)**

The Cinema's income and expenditure is attached for Members' information and the following film choices need to be approved:-

- Johnny English Strikes Again;
- Stan and Ollie;
- The Favourite;
- Mary Poppins Returns;
- The Man Who Invented Christmas.

**Recommendation** – That the film choices above be approved.

**51.5 Electric Storm Youth – Room Lease Proposal (*report attached*)**

**51.6 Refill Lancing (water refill campaign)**

Refill is an award winning campaign to prevent plastic pollution at source by making it easier to reuse and refill bottles instead of buying new ones.

It aims to disrupt the current social norm of the need to buy bottled water when 'drinking on the go' and make it normal and easy for people to carry reusable bottles and refill for free when out and about. A simple sticker on premises shows where bottles can be refilled for free and an associated App of locations is also available.

The scheme has already gone live in Worthing, with more than 40 water Refill stations with more being added every day and it is due to be launched in Shoreham 19 March 2019. Refill Lancing is being championed by Keep Lancing Lovely.

**Recommendation** – That the Committee supports the Refill campaign and allows the Parish Hall to become a Refill station.

**Please note that all Parish Council Meetings are open to members of the public and copies of agendas will be posted on the Council's website, noticeboard and available at each meeting or by request in advance by telephoning 01903 753355.**