

Lancing Parish Hall
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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 14 November 2018 in the Council Chamber, Parish Hall, South Street at 7.30pm.

A handwritten signature in black ink, appearing to read 'H. Plant'.

Helen Plant
Clerk to the Council
8 November 2018

AGENDA

24. Apologies

25. Declaration of Substitute Members

26. 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.

27. 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.

28. Minutes of the Previous Meeting held on 12 September 2018 (attached)

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

29. Accounts for payment (reports attached)

29.1 September Expenditure

- i. September Current A/C expenditure in the sum of £27,480.23 (Page 1010)
- ii. September Clerks Payment A/C expenditure in the sum of £5.50 (Page 429)

29.2 October Expenditure

- i. October Current A/C expenditure in the sum of £84,445.78 (Page 1015)
- ii. October Clerks Payment A/C expenditure in the sum of £5.50 (Page 431)

30. Approval of Cash Balances & Investments in the sum of £513,818.02 as at the 31 October 2018 (report attached)

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

32. Bank Reconciliations

In accordance with Financial Regulation 2.2, it can be confirmed that the Chairman of this Committee, Cllr Patmore, has verified the bank reconciliations to the end of September 2018.

Recommendation – That the information be noted.

33. Clerk's Report

33.1 Review of Council Policies and Procedures

- i. Document Retention and Disposal Policy
- ii. Death of Senior Figures and Flag Flying Protocol
- iii. Lancing Parish Hall CCTV Policy and Code of Practice
- iv. Public Participation at Meetings Policy

33.2 Draft Budget 2019/20 & setting the precept update & consideration of an additional item

33.3 Outgoing Parish Hall Bar Licensee – Outstanding Payment Update

33.4 Parish Bar Concession – Request to Revise Offer of Tender

33.5 Unpaid Beach Green Hire Fee – Charles Chipperfield Circus

33.6 Review of Bank Account Cheque Signatories

33.7 Parish Hall Electrical Installation Condition Report (EIRC) Update

33.8 Parish Hall Car Park Replacement Light Units

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.