



To: FINANCE AND GOVERNANCE COMMITTEE MEMBERS: Councillors Douglas Bradley, Ann Bridges, Lee Cowen, David Devoy (Committee Vice-Chair), Mike Mendoza, Steve Neocleous (Committee Chair) and Joe Pannell.

CC: Councillors Steve Neocleous (Ex-Officio) and Denyse Whillier (Ex-Officio).

You are hereby summoned to attend the following meeting for the transaction of the business stated in the agenda below.

**Finance and Governance Committee Meeting to be held on
15th July 2026 at 6:45pm
The Council Chamber, Lancing Parish Hall**

Members of the public and press are welcome to attend this meeting and may speak during the public adjournment at the discretion of the Chairman and in accordance with standing order 1 e-g. 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.

The law allows the public proceedings of council meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By attending this meeting, you are consenting to be filmed. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.

Steven Trice PSLCC

CEO and Clerk to the Council

9th July 2026

*Lancing Parish Council operates under General Power of Competence since adopted on 15th May 2024.
Minute reference 006.*

AGENDA

F012. Apologies for Absence

To receive apologies for absence

F013. Declarations of interest

To receive any declarations of interest as defined under the Localism Act 2011.

F014. Public forum and questions

Members of the public are reminded that only questions and statements relating to items on this agenda will be allowed. Public participation shall not exceed 15 minutes, and a member of the public shall not speak for more than three minutes. During discussions of sensitive or confidential matters, the public will still be excluded.

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F015. Finance and Governance Committee minutes for the meeting held on [10th June 2026](#)

To approve the minutes for 8th April 2026 as a true and accurate record of the meeting.

F016. YTD Income and Expenditure

To review the YTD budget position including Income and Expenditure reports – [detailed](#) and [summary](#) as of 30th June 2026.

F017. [Financial Overview – Q1](#)

To present a financial overview for the first quarter of the 2026/27 financial year.

F018. [Document Disposal and Retention Policy](#)

To review and adopt an updated Document Retention Policy.

F019. [Safeguarding Policy](#)

To review and adopt an updated Safeguarding Policy.

F020. Items for information and/or inclusion on future agendas

Copies of agendas will be posted on the council's website, Facebook page and noticeboard or can be requested in advance by telephoning 01903 753355 or emailing admin@lancingparishcouncil.gov.uk