

Southwater Parish Council



DRAFT Finance and General Purposes Committee Meeting Agenda

Wednesday 16th January 2019, 7.30pm

Beeson House
Lintot Square
Southwater
Horsham
RH13 9LA

Committee Members

Cllr Michael Neale (Chairman)
Cllr Geoff Cole (Vice Chairman)
Cllr Ross Dye
Cllr Pauline Flores-Moore
Cllr Derek Moore
Cllr Geoff Scoon
Cllr Hayley Timson
Cllr Claire Vickers
Cllr Graham Watkins
Cllr Neil Whitear



SOUTHWATER PARISH COUNCIL

Beeson House,
26 Lintot Square,
Fairbank Road,
Southwater,
West Sussex
RH13 9LA



Clerk: **Mrs.C.M.Tobin**
FSLCC.,

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Community Web Site: www.southwater-pc.gov.uk

You are hereby SUMMONED to the **FINANCE AND GENERAL PURPOSES** Committee of the Parish Council, which will be held in **Beeson House, Lintot Square, Southwater, West Sussex, RH13 9LA** on **Wednesday 16th January 2019** at **7.30pm** when the following business will be considered and transacted.

9th January 2019

Clerk to the Council

Members of the public and press are welcome to attend

AGENDA

1 PUBLIC PARTICIPATION

To receive and act upon if considered necessary by Council, comments made by members of the public. Questions to be considered by Council need to be submitted in writing or electronic mail by noon on the day of the meeting in accordance with Section 1(h) of Standing Orders (Meetings).

2 APOLOGIES

To receive apologies and reasons for absence.

3 DECLARATION OF INTERESTS

To receive any declarations of Members' interests.

4 MINUTES

To approve the Minutes of the Finance and General Purposes Committee Meeting held on Wednesday, 12th December 2018.

5 CHAIRMANS ANNOUNCEMENTS

To receive any announcements from the Chairman of the meeting.

6 CORRESPONDENCE

6.1 To consider correspondence received and which will require response.

6.2 RECOMMENDATION

The Committee is recommended to respond to correspondence received.

7. ACCOUNTS

BANK RECONCILIATION

7.1 The purpose of this report is to approve the Bank Reconciliation as at 2019 as a true reflection of the current financial position of the Council at the end of Month 9 dated 9th January 2019. This financial information provides Councillors with the Income and Expenditure showing percentage against budget as requested along with the Trial Balance figures for Month 9.

7.2 RECOMMENDATION

The Committee is recommended to approve the Bank Reconciliation and other documentation Income & Expenditure Analysis and Trial Balance as at Month 9, as at Month 9 dated 9th January 2019.

DEBTORS & CREDITORS

7.3 The purpose of this report is to approve the Debtors and Creditors as at 2019, as a true reflection of the current position of the Council.

7.4 RECOMMENDATION

The recommendation is to approve the Debtors and Creditors list as at 2019 as a true reflection of the current position of the Council.

8 PAYMENTS SCHEDULE

8.1 To approve the payments schedule to 16th January, 2019 in the sum of £10,875.73 with other payments of £60,852.87 having been approved since the last meeting an overall total of £71,728.60.

8.2 RECOMMENDATION

The Committee is recommended to approve the Payment Schedule dated 16th January, 2019 in the sum of £10,875.73 with other payments of £60,852.87 having been approved since the last meeting an overall total of £71,728.60.

9. INSURANCE TENDERS

9.1 To consider and approve the insurance tenders received from various insurance providers, six having been initially contacted.

9.2 To approve the Council's three year fixed term insurance contract effective from April 2019 to March 2022 (see tabled information)

10. SOUTHWATER PARISH COUNCIL DRAFT BUDGET FOR YEAR 2019/2020

10.1 To receive and discuss the Draft Budget Version No: 5 dated 4th January 2019 for Year 2019/2020 and the implications for the setting of the Precept (Parish Council's element of the Local Council Tax) for Year 2019/2020.

10.2 The Committee should seek advice and provide instruction to the Clerk in relation to any alterations the Committee may wish to make in relation to the

proposals including a recommendation should it be forthcoming to Full Council for approval of the Precept and Budget for 2019/20.

11. NEIGHBOURHOOD PLAN

11.1 To receive a report from the Chairman of the Neighbourhood Plan Committee regarding the current position of the Southwater Neighbourhood Development Plan.

11.2 RECOMMENDATION

To approved expenditure as and when required in terms of professional advice and reports which may be required in relation to the Neighbourhood Plan process.

12. BOWLS CLUB NEW FLAGPOLE

12.1 To discuss and consider whether to allow permission for the reposition of the Bowls Club flagpole based at the Leisure Centre.

12.2 The Committee to consider the repositioning of the Bowls Club flagpole.

13. OPERATIONAL MATTERS

13.1 This report will cover all operational aspect of the Council estates/assets including expenditure taken under delegated powers, health and safety and proposed future expenditure for authorisation.

13.2 RECOMMENDATION

The Committee are recommended to accept the recommendations of the report.

14. EASTEDS BARN**

14.1 To provide an update on the proposal in relation to Easteds Barn and the lease of the property to Little Barn Owls.

14.2 Committee to note the comments provided and approve any matters not already approved.

15. ROMAN LANE, SOUTHWATER

15.1 The Committee to receive any update on the adoption of the land and play area in Roman Lane, Southwater.

15.2 The Committee to note and approve any progress necessary to ensure adoption of the land.

16. POLICING MATTERS

16.1 To consider policing matters in relation to the community of Southwater.

16.2 To make any recommendation considered necessary following discussions for the benefit of the community.

17. PERSONNEL & PENSIONS**

17.1 To receive a report in relation to the current position with regard to Council staffing numbers and discuss the future needs of the Council in terms of its forthcoming Draft Budget.

17.2 To approve the report received and provide instruction to the Head of Paid Service in relation to the existing and future Budget.

18. DATE OF NEXT MEETING: Wednesday, 20th February 2019.

** Due to the confidential nature of the business to be transacted, Members will be asked to consider a resolution to exclude members of the public and press in accordance Standing Orders