

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday, 7th May, 2014 at Beeson House, Lintot Square, Southwater commencing at 7.30 pm.

Chairman: Mr P. Buckley

**Councillors: Mr L. Apted Dr A. Cash
Mr G. Cole Mrs P. Flores-Moore
Mr D. Nagy Mr M. Neale
Mrs C. Vickers Mr G. Watkins
Mrs J. Williamson**

County: Apologies provided by Cllr B. Watson OBE

District: Apologies provided by Cllrs I. Howard, Dr J. Chidlow

Clerk: Mrs J. Nagy

Press: Not present

Public: Not present

FG20/05/14 PUBLIC PARTICIPATION

The Chairman welcomed all present to the meeting and then highlighted the housekeeping rules and also the fact that mobile phones should be switched off during the meeting.

Dr Cash asked about the works taking place, seemingly creating a new access, in Two Mile Ash. Mrs Vickers said that apparently this was a temporary road to enable construction workers to access the new Language Centre site at Christ's Hospital School. It will be reinstated after the building works are complete.

Dr Cash said that the construction of a new building could take years. Mr Nagy said that permission to retain the road could be sought in the future.

The Deputy Clerk will monitor the situation.

Dr Cash reported that cars sink down into the potholes in Two Mile Ash, as the road is in a very poor state of repair. The reports of works that County Councillor Brad Watson sends through are bunkum. Dr Cash said that he has asked Councillor Watson in the past about what is being done in the area, and evidence in the minutes proves that Councillor Watson is showing a dereliction in his duty.

Mr Cole asked when the verges are to be cut. Some have already been cut, but such is the length of the grass that large amounts of cut grass are left behind.

The Deputy Clerk will ascertain the grass cutting schedule from WSCC

Mrs Flores-Moore reported mopeds being ridden in Lintot Square, both on the pavements and on the road, including Fairbank Rd. Some do "wheelies" on the road.

Mr Nagy confirmed Mrs Flores-Moore's report, as he too had witnessed the mopeds. He believed that one had a modified exhaust, which made it sound very loud.

The Deputy Clerk will report this to PCSO Cecil.

Mrs Flores-Moore said that she had been approached by a lady asking why the Parish Council did not celebrate St George's Day, by flying the flag from the flag pole.

The Deputy Clerk said that she was not sure about the planning rules relating to flying a flag other than a union jack from a flag pole, but would enquire and report back.

Mr Apted said that he has seen Parish Council staff tidying up around the railway bridge and that they were doing a good job and should be commended.

Dr Cash asked if this was being funded out of the sum put aside for signage at the bridge.

Mr Buckley said that the work was funded by a grant from the County Council for maintenance work in the whole village.

FG21/05/14

APOLOGIES

There were apologies received and noted from Mrs Hutchings.

Members noted this.

FG22/05/14

DECLARATION OF INTERESTS

The Deputy Clerk referred Member's of Council to information issued in relation to the Member's Code of Conduct and Standing Orders. This information contained a flow chart which should assist Members in reaching their decision this not being overly complicated.

The Deputy Clerk informed Members that her role was to provide impartial information and advice in relation to such matters, but that it was for the Member concerned to decide whether or not to declare an interest and what the nature of that may be. The Deputy Clerk referred Members at this point to the Nolan principles setting out standards of behaviour required by

Members of a Council.

Members are advised to consider the agenda for the meeting and determine in advance if they may have a personal, prejudicial or Disclosable Pecuniary Interest in any agenda item. If a Member decided they do have a declarable interest, they are reminded that the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

Where you have a Prejudicial Interest (which is not a Disclosable Pecuniary Interest) Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussion of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.

Mr Nagy said that he may have to declare a pecuniary and prejudicial interest Item 18 on the agenda, Personnel and Staffing, dependent on the matter being discussed, as his wife is an employee of the Council.

Mrs Flores-Moore said that she may have to declare a prejudicial interest Item 16 on the agenda, Beeson House, dependent on the matter being discussed, as she is friends with the Council's agent.

Dr Cash said that he had submitted changes to his Declaration of Interest forms and asked that these be copied to the Council's website, with the old ones being removed.

FG23/05/14

CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements at this point.

FG24/05/14

CORRESPONDENCE

The Deputy Clerk referred members to general correspondence received and asked whether Members wished to comment on any particular item.

Towns Alive Workshop

As previously authorised, the Clerk confirmed that the workshop had now been arranged for Thursday, 25th June 2014 in Beeson House. The cost of the speakers was higher than anticipated due to the topics being covered, but the additional cost over the £250 authorised is to be met by Southwater Action Team in partnership with the Parish Council. Action for Market Towns would now be marketing the event nationally.

Dr Cash asked if the £250 expenditure by Southwater Action Team had been authorised by the Parish Council. The Deputy Clerk explained that it was the

Parish Council who had agreed expenditure of £250, with the Action Team covering any additional sum.

Dr Cash asked if the additional sum had been authorised by the Parish Council, and the Deputy Clerk said that she believed it had.

Councillors NOTED this matter.

Economic Forum – Southwater

As part of the on-going work between the Parish Council and Horsham District Council both the Clerk and Economic Officer of Horsham District Council will be visiting local businesses with a view to discussing a SouthwaterBizBiz event. This would be a showcase for local businesses possibly in September at the Leisure Centre and will be free of charge. Local charity and village organisations could also have a stand at the event. They will also be discussing collection of local business data and involvement of the local businesses in the Neighbourhood Plan and whether the businesses want to be involved with breakfast meetings in Southwater once a month. This project also involves Southwater Action Team, although the Clerk is representing both parties in such meetings.

Members NOTED the information.

FG25/05/14

MINUTES

It was RESOLVED by all present that the Minutes of the meeting held on 9th April 2014 be approved as a true and correct record of the meeting.

FG26/05/14

ACCOUNTS & FINANCIAL MATTERS

The Deputy Clerk provided Members with information on the current financial position of the Council to 7th May 2014 including Income and Expenditure and Bank Balances.

Dr Cash said that he had sought clarification with the Clerk over the £15,000 grant to Southwater Methodist Church, and that she had confirmed that this sum covered part of the Youth Worker's salary.

Mr Buckley said that this expenditure had been agreed for inclusion in the budget, and as such, could be changed in the future.

It was RESOLVED by all present that the financial information provided was a true and correct position of the Council as at 7th May, 2014 and should be APPROVED.

Business Rates Relief

Having read a number of differing articles regarding potential business rates relief the Clerk had written to the Inland Revenue asking whether any areas

under the management of the Parish Council would be eligible for business rate relief. The Revenue has responded that there are no such areas within the Council's area of operation.

Councillors NOTED the action and response received.

Section 106 Developer Contributions

The Deputy Clerk confirmed that the Clerk had taken up the matter of developer contributions in relation to the MUGA project, Fire Provision, Skate Park and Youth Club/Library Project (Beeson House) and had received confirmation that the monies had in the main been collected and were due. The Clerk will be requesting therefore transfer of the funds to the Parish Council where appropriate where they will be ring-fenced.

Store Discounts

The Council Office staff have been offered discounts with some businesses in Lintot Square. If Council were agreeable the Clerk would like to look at the regulations to see whether in light of regulations in the Bribery Act, the Council and its staff were not acting illegally in accepting such discount.

Mrs Vickers said that District Council staff received discounts in some Horsham shops.

It was generally felt that there was no objection to Parish Council staff receiving local discounts but it was AGREED that the Clerk would investigate this matter further to clarify the situation.

West Sussex County Council Highways – Hedges and Twittens

The Deputy Clerk was delighted to confirm yet again that the Council have been awarded a grant of £1,500 to carry out these works within the parish by the County Council.

Councillors NOTED the comments and award made.

FG27/05/14

DRAFT ANNUAL PARISH COUNCIL ACCOUNTS YEAR 2013/14

The Chairman referred Members of the Committee to the Draft Year End Accounts for Year Ending 31st March 2014. Council are required to approve the following document:-

- Annual Return for Year Ended 31st March 2014
 - Section 1 figures inserted for year end
 - Section 4 completed and signed off by the Council's appointed auditors
 - Report from Internal Auditors on Year End (members are required to comment on any this and minuted for external audit review)
 - Notice of appointment of date for the Exercise of Electors' Rights

- Annual Review of Effectiveness of Internal Auditor 2013/14
- Risk Assessment 2013/14
- Grant Listing showing grants income and expenditure for year ended 31st March 2014.
- Variances Report 2013/14
- Analysis of Reserves 2013/14
- Ring-fenced Accounts 2013/14
- Asset Register 2013/14
- Leases, tenancies, Section 137 payments, agency work, advertising and publicity, contingent liabilities, pensions and staffing costs
- Computerised Income & Expenditure Account for Year Ended 31st March 2014
- Balance Sheet 31st March 2014
- Working Details for Reserves Reconciliation for Annual Return 2013/14

The Deputy Clerk brought the Report from Internal Auditors on Year End to the Councillors' attention, as this was a new document, the final audit being carried out on 30th April.

Councillors noted the report.

Dr Cash queried the increase in reserves, this now being £559,000. Mr Buckley said that this sum included the £60,000 received from Operation Watershed, which had not yet been spent.

It was RESOLVED by the Finance & General Purposes Committee that it should RECOMMEND FOR APPROVAL to Full Council on Wednesday, 28th May 2014 the Draft Parish Council Annual Accounts as listed for Year Ending 31st March 2014 as specified in the minutes.

Mr Nagy asked if it was possible for the Councillors' information pack to be in the same order as the items listed above, or the items listed to be in the same order as the pack, as this would be easier to follow.

FG28/05/14

SOUTHWATER NEIGHBOURHOOD PLAN

The Deputy Clerk referred to her previous report in relation to the Neighbourhood Plan and whether or not the Council wished to employ the services of Action in Rural Sussex to assist with the plan. The Council did discuss this matter briefly when appointing the Steering Group. AiRS have provided a price to assist with the plan throughout the process however, being such a large community it had been thought that there was sufficient local expertise that not the whole service would be required. For example despite attempts to provide a quotation from an alternative for the production, distribution and analysis of a questionnaire produce this has not been possible. AiRS have carried out this process on behalf of the parish previously and elsewhere this proving a very successful process. So it may

be that the Council would wish to appoint them to do this work with the Steering Group producing the plan questionnaire. The most successful plans are ones where the questionnaires are hand delivered although this is not thought possible due to the numbers involved for Southwater. The process used previously was that people completed the plan, this was sent to AiRS and they completed the analysis.

Mr Cole said that he had not always been impressed with AiRs. Mrs Vickers suggested that the Deputy Clerk consulted with Julian Carrington and Laura Burke at the District Council for their advice.

The first Neighbourhood Plan meeting had taken place, however, due to staffing difficulties the Deputy Clerk being recently absent due to ill health, the second meeting has been postponed. This will however, enable those Steering Group Members to view and make themselves more aware of the requirements of the Plan.

Mr Watkins, as Chairman of the Steering Group, said that he was disappointed with the lack of take up from the community on this Group. Dr Cash said that this is due to the fact that people see a Neighbourhood Plan as agreeing to more housing.

Mr Watkins said that Neighbourhood Plans were not negative, and the Council needed to get this message across.

Mrs Vickers said that the Southwater Plan needed to be advertised again.

Mrs Flores-Moore offered her services as admin support in the office, as she knew that there was a lot of work involved.

Mr Cole said that as it was summer fete season, the Steering Group should be getting tables at all local events, such as the Schools' Fete and The Sensory Tree event. The Deputy Clerk said this had been agreed at the Group's first meeting and was in hand.

Mrs Flores-Moore said that the message needed to be got across that the Southwater Plan was not just about development.

Mr Watkins agreed, saying that Keep Southwater Green has opinions and these must be taken into account. The community as a whole needed to agree what it wanted to see, and what it did not want to see.

Dr Cash asked if the need for a constitution criterion for membership on the Steering Group had been relaxed, and Mr Watkins told him that it had not.

Mr Cole said that some of the comments made by Keep Southwater Green were quite constructive.

Mr Nagy said that this was an exercise in communication and engagement,

and the Group needed to get the community's enthusiasm behind the Plan. It needs to be made clear what it can mean to the community.

Mr Watkins agreed, saying that guidelines needed to be created in order to define the processes involved. He saw this as a pyramid process, with tasks etc being cascaded down through the Group and its volunteers. He did not think it a good idea to have another meeting until the processes had been defined.

Mrs Flores-Moore suggested that the Group have a table in Lintot Square to approach the public.

Mr Cole said that there needed to be a "script" to sell the concept.

Mr Nagy said that as a communications specialist, he would be happy to assist in the process. A vision needed to be created as to what the Plan hopes to achieve.

Mr Watkins said that if the message does not get across, then the Group should not be afraid to change the message.

The Clerk and Mr Cole, Vice Chairman of the Steering Group attended a meeting held by the District Council the previous week in Pulborough, and whilst information was gathered much of the information was known to the Council.

A further item is to be discussed under the Personnel Section of this meeting agenda.

Councillors NOTED this information.

FG29/05/14

ACCOUNTS FOR PAYMENT

The Deputy Clerk presented a payment schedule to 7th May 2014 this included payments for the 9th and 30th April 2014.

It was RESOLVED by all present that the payment schedule dated 7th May, 2014 be approved in the sum of £68,194.64 including VAT.

FG30/05/14

SOUTH OF ENGLAND SHOW ARDINGLY 5TH – 7TH JUNE 2014

The Deputy Clerk reported that the Clerk was currently working on the four, 1M x 1M story boards for the event. Further three tickets had been booked with the County Association, however to date no councillors had volunteered to assist. At least two councillors would be required at all times along with the Clerk to man the display on Saturday, 7th June.

Mrs Vickers and Mr Cole said that they could attend during the morning session. Mr Apted, Mr Buckley, Dr Cash and Mr Nagy apologised that they

had other commitments that day.

FG31/05/14**POLICE MATTERS**

The Deputy Clerk reported that the updated crime figures for April were not yet available, and that she believed the figures for March had already been viewed

Scams

Sussex Police have produced an information booklet called “The Little Book of Big Scams”. This deals with a variety of scams which the community could encounter in their day to day lives.

FG32/05/14**BY-ELECTION**

The Deputy Clerk stated that confirmation had been received from the Elections Officer that with one candidate coming forward there will be not be a contested election. Whilst there will still be costs to be accounted for these are not anticipated to be as high as if there had been an election or if no one had come forward.

The Clerk has met briefly with the candidate Mr.Stephen Delwin Francies who will take his seat at the Parish Council’s Annual Meeting on 28th May 2014 when he will be required to formally ensure that his Members Register is duly completed and Declarations of Office document signed.

Members NOTED the Clerks comments.

FG33/05/14**SKATEPARK**

The Deputy Clerk advised Members that since erecting the Heras fencing on the advice and discussions with the Council’s Insurance Company, further damage to the Heras fencing and skateboard park had occurred following a meeting with the contractor used to repair the ramp.

The potential costs of repair to the ramp amount to £3,030 however this is not all down to vandalism, most of the works were down to further wear and tear on some of the older sections of the skate park.

However, since meeting the contractor further damage has occurred and 12 Heras fencing panels damaged beyond repair; since removed from site. As a result of this the Clerk and Deputy Clerk visited the site on the 17th April at which time police were called due to the fact that they were threatened by an individual who was found on site. Whilst police were called they were directed to the Horsham Skate park.

These individuals were extremely abusive and threatening despite being asked to leave the site by your representatives. The Clerk believes that other Councillors including Cllr Diamond had also experienced abuse, with Cllr

Diamond also taking photographs which were sent to the local police team.

The Deputy Clerk would like direction from the Committee.

Mr Cole said that the recent damage was due to wear and tear, as it had occurred on panels not yet replaced. The users had "picked" at the holes to make them worse, but it was not criminal damage, in his opinion.

Dr Cash said that the Skate Park is hidden away, and he is minded to have it removed.

Mr Nagy said that the Park is sited in the only place it could go at the time of its construction.

Mrs Williamson said asked if a new skate park formed part of the West of Southwater proposals. The Deputy Clerk said that there were some leisure facilities shown on the outline plans, with one of these being a skate park/bmx track, but this should not influence the Committee's decision, especially as the proposals had not yet been considered by the Council.

Mrs Vickers asked if advice had been sought from police and the District Council Crime Prevention Team. The Deputy Clerk confirmed that the Clerk liaised with these bodies on a regular basis.

Mr Nagy said that the Committee had two options - to take the Skate Park down, or to fix it, but once the decision is made, action needed to happen fast.

Mr Watkins said that there had not been much money spent on the Park in its first few years, and he agreed with Mr Cole, that this time the damage was wear and tear.

Dr Cash said that there was a third choice, that being to replace the Park with another one of different material.

Mr Nagy said that the current one had taken three years to build, due to the lengthy consultation process.

Mr Watkins said that perhaps a five year replacement plan could be put in place. Mr Cole agreed, saying that a material other than timber should be considered for the future.

As there were conflicting opinions, Mr Buckley put forward the motion that the Skate Park should remain, and be repaired up to a satisfactory standard, by bringing forward the previously agreed refurbishment plan.

In favour were Mr Apted, Mr Cole, Mr Nagy, Mr Neale, Mrs Vickers and Mrs Williamson.

Against were Mr Buckley, Dr Cash, Mrs Flores-Moore and Mr Watkins.

It was therefore RESOLVED that repairs would be carried out to the Skate Park.

Dr Cash said that the Youth Council should be approached and local young people should be encouraged to take ownership of the Skate Park. He suggested that the Deputy Clerk should speak to Angie, the Youth Worker.

The Deputy Clerk said that she had already done so at some length; she had offered to speak to groups at Youth Club with Angie, and some progress was being made.

Mr Nagy suggested that the Deputy Clerk approaches local schools to engage them. The Deputy Clerk said that the users of the Park were teenagers rather than children of primary school age. In addition, a lot of the users were adults, from out of the area. Indeed, the two young people who had been abusive to her and the Clerk on site had travelled down from London to use the Park.

Dr Cash again suggested that the Deputy Clerk should speak to Angie, and again she reiterated that she had already done so.

FG34/05/14

LEISURE CENTRE

The Chairman of the Committee referred Members to the schedule provided by the Leisure Centre Manager in relation to comparison charges at our facilities within the Horsham District of a similar type and nature to the Leisure Centre. Whilst there is no direct comparison 'like for like' the Henfield Centre being the most comparable it is important to note the charges being levied in relation to hall hire.

The reason for considering the hall hire charges in general is that due to the fact that the MUGA and other projects will be carried out during the year, these all relating to the leisure centre, the Council will have to register the Centre for VAT in order to reclaim all expenditure. Not to do so would endanger the Council's ability to reclaim VAT on business expenditure and exceed the Council de-minimis figure as previously reported to committee.

Therefore prior to issuing any orders to proceed on the MUGA or other projects envisaged the Council will have to decide whether in light of the fact that it has to register the building and land for VAT purposes, whether to take a reduced margin in relation to hall hire etc., and incorporate the 20% into the current charges or whether based on the figures provided add this to the existing hall hire charges; this would affect the majority of the users. The users could however in turn register for VAT and reclaim any VAT applied by the Parish Council.

The Council had provided to increase the hall hire charges this financial year (still to be applied) by 3% and this figure and income to be gained from evening use of the MUGA will see some increase income again this could offset the 20% to be applied upon registering.

After discussion, it was RESOLVED that the Leisure Centre would be registered for VAT, and that hall hire charges would be raised by 10% in order to cover part this. The Committee will review the situation later in the year with a view to increasing hire charges 10% again in April 2015 to cover the full amount of 20% VAT.

Mr Buckley said that it was hoped that the 2015 increase would not be necessary as income from the MUGA should assist with revenue. The increase in charges was for hall hire only, including parties, as Gym customers paid VAT already.

The Deputy Clerk will write to all users, advising them that the increase will be applied on 1st July 2014.

Trade Refuse Collections

An analysis of trade refuse collections has taken place the current prices being from the District Council in the sum of £1550.12 against a cost of £1300 which can be gained from a company Direct 365 of £1300. This company have a base in Lingfield, Surrey. The Committee are being asked therefore whether they would like to change their supplier.

Dr Cash asked if the proposed new supplier had the necessary environmental credentials, this being EN 14001 to ensure that the waste collected was disposed of correctly.

The Deputy Clerk could find no reference to this accreditation in the paperwork supplied by Direct 365.

Mrs Vickers asked if the District Council had been approached to match the price. The Deputy Clerk said the best price offered was that as above, so more expensive than Direct 365.

It was agreed that the Deputy Clerk would pass the details to Mrs Vickers who would approach the District Council to see if it could match the lower price.

FG35/05/14

BEESON HOUSE**

The final points of the lease negotiations are still on-going the Clerk has written to the Council's solicitor providing information being requested by the District Council. It is hoped that the lease could be signed this week or indeed early next.

Easteds Barn

It is hoped that the Council will take handover of the Barn from the building contractor by the 9th June, 2014 completing the works as per the contract.

In turn it will be necessary to authorise prior to Full Council, the final sum due under the contract and with this in mind the Clerk would like delegated authority to the Chairman of Council, Vice Chairman of Council and or Vice Chairman of the Finance & General Purposes Committee and herself to make this final payment.

Dr Cash asked if there would be a practical completion of works agreed with the building contractor, with a full snagging list. Mr Watkins confirmed that there would, and this would be completed with the Council's agent.

Dr Cash asked if the agent was qualified to carry out this task. The Deputy Clerk said that the qualifications of the agent were discussed at the time of his appointment, and should not be under consideration at this meeting.

Mr Nagy asked if there was to be retention clause; Mr Watkins confirmed that there would be.

It was APPROVED that the Chairman of Council, Vice Chairman of Council and or Vice Chairman of the Finance & General Purposes Committee and the Clerk be given delegate authority to authorise the final payment due to Ashridge Builders in relation to the extension to Easteds Barn subject to the works being completed as per the contact.

Mr Watkins said that on his last visit the Barn he had thought the work area to be untidy, and asked that this be drawn to the attention of the agent in order to instruct the builders accordingly.

The Deputy Clerk was asked to ensure that the insurance value of the Barn was amended with the Council's insurers to reflect its larger footprint.

Christmas Event and Arrangements

Arrangements are underway with the District Council in relation to the provision of new lighting for Lintot Square. The proposal is that there will be lights etc., put in the trees in the Square which can be used year round, with further pendant lighting planned for the car park by the Co-Operative to the west of the site. Each year the District Council will ensure that these are taken down, tested and erected again at the appropriate time, hopefully avoiding the problems of previous years.

A further quotation for lighting of the large oak close to the Cock Inn/Londis area is to be discussed with Mr.Shingadia of Londis; again once the lights were purchased it would be a matter of checking these annually etc.

The Christmas event this year will be Saturday, 29th November 2014.

Councillors NOTED the action taken.

Woodland Trust Tree Planting for WW1

The Chairman of the Scouting Executive Committee has indicated that the 2nd Southwater Scouts are keen to participate in the tree planting scheme. The scheme offers a tree planting kit to plant some trees to mark the war anniversary. The Parish Council are being asked therefore whether it has any land on which the trees could be planted.

Mr Nagy suggested that a suitable area might be the top end of the allotment site, but it was not clear how many trees were involved.

It was agreed that the Deputy Clerk would go back to the Scouting Executive Committee and ask how many trees were to be planted, of what species, and whether any other land owner in the village had been approached, such as the District Council in the Country Park

FG37/05/14

PERSONNEL & PENSIONS**

Neighbourhood Plan

The Chairman indicated that due to the pressure of work, it was evident that support within the office would be required to assist with the cataloguing of information/evidence and meetings in relation to the Neighbourhood Plan. The Clerk would therefore like to request that for a one year period that an administration assistant is employed. The proposal would be to employ someone at a salary of £6.31 per hour. This cost would be attributed to the ring-fenced monies held for the plan.

Dr Cash said that the Snowden Trust offered data entry services. The Deputy Clerk said she believed that it was intended that the proposed assistant should provide admin support to her, as she was the lead officer in the Neighbourhood Plan process.

Dr Cash asked if any of the Community Organisers had been approached for the position. The Deputy Clerk said that she was unaware of the current whereabouts of the Community Organisers, bar one, as this project had now ceased. She was aware that one was employed at the Children & Family Centre. Dr Cash said that this job was not full time.

It was RESOLVED by all present that the Deputy Clerk should issue the advertisement for an assistant to assist the office in the Neighbourhood Plan for six hours per week, with this to be reviewed as the Plan progresses.

Mr Nagy said that he hoped that the Deputy Clerk would alert the young people recently engaged on work experience within the parish office to the

vacancy.

The Deputy Clerk said that she would, and would also notify her contacts at the Job Centre.

FG38/05/14

DATE OF NEXT MEETING

The date of the next Finance & General Purposes meeting would be Wednesday **4th June, 2014.**

The meeting closed at 9.30pm