



**SOUTHWATER PARISH COUNCIL**  
Beeson House, 26 Lintot Square, Fairbank Road, Southwater,  
West Sussex RH13 9LA

Telephone number: 01403 733202  
Email: [Clerk@Southwater-pc.gov.uk](mailto:Clerk@Southwater-pc.gov.uk)  
Community Website: [www.southwater-pc.gov.uk](http://www.southwater-pc.gov.uk)

**NOTICE IS HEREBY GIVEN** of a meeting of an ordinary - remote meeting of The Finance and General Purpose Committee to be held on **Wednesday 17<sup>th</sup> February 2021 at 7.30pm** when the following business will be considered and transacted.

**ALL COUNCILLORS WHO ARE MEMBERS OF THIS COMMITTEE ARE HEREBY SUMMONED TO ATTEND BY REMOTE ATTENDANCE VIA ZOOM VIDEO CONFERENCING.**

For details on how the public can speak at this meeting, please contact the Parish Office.  
This meeting is NOT being recorded but will be Live Streamed which will be available here:  
<https://www.youtube.com/channel/UCKmIN1p8vDttHXKM0v5SVA>

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## **A G E N D A**

- 1. Public Question Time – 15 minutes in total. Members of the public can only view the meeting and not take part unless pre-arranged with either the Clerk, Deputy Clerk or Chairman of the meeting.**

*Participating members of the public will be limited to 3 persons maximum per meeting. Each member of the public can only refer to items on the agenda and will be allowed to ask one question and one ancillary questions that combined will not last any longer than 5 minutes. Once participating members have asked their questions or made their statements as above, they will be removed from the meeting accordingly and will then only be able to access the meeting via live stream.*

- 2. Apologies for Absence**
- 3. Declarations of Interest**
- 4. Chairman's Report**
- 5. Correspondence**
- 6. Minutes – Minutes of the F&GP Committee meeting held on 16<sup>th</sup> December 2020 were approved at the Full Parish Council of 20<sup>th</sup> January 2021. For Noting only.**

To consider and approve the minutes of the Extraordinary F&GP Committee meeting held on 20<sup>th</sup> January 2021.

- 7. Accounts**
  - Debtors and Creditors – To approve the Debtors/Creditors list as at the date of the meeting
  - Balance Sheet/Earmarked Reserves – To approve
  - Detailed Income and Expenditure – To approve
  - Bank Reconciliation – To approve the Bank Reconciliation of 31<sup>st</sup> January 2021

**8. Payments Schedule**

To approve the payment schedule of Wednesday 17<sup>th</sup> February 2021

- (i) £ £67,318.26 for approval

**9. Budget Review** – To receive update on Budget 2020-21.

**10. Operational Report**

**11. Allotments**

- (i) To receive an update on the Allotments invoicing process and income reporting.
- (ii) To consider and approve Allotment Pricing for 2021-22.

**12. Southwater Youth Project** - To discuss and consider payment terms of received invoice relating to Contribution for the year 1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021.

**13. Southwater Life Newsletter** – To receive update on changes to publication by Horsham Publications and to consider continuation of Newsletter.

**14. Grant Applications** - To consider the grant applications previously circulated at Full Council Meeting 20<sup>th</sup> January 2021 received from:

- (i) St Catherine’s Hospice
- (ii) 4 Sight Vision
- (iii) West Sussex Mediation Service

**15. CIO** – to receive any updates/reports from the CIO

**16. DATE OF NEXT MEETING – 21<sup>st</sup> April 2021**

**IF YOU ARE INTERESTED BECOMING A PARISH COUNCILLOR AND REPRESENTING YOUR COMMUNITY PLEASE CONTACT THE PARISH CLERK ON 01403 733202 OR EMAIL: [clerk@southwater-pc.gov.uk](mailto:clerk@southwater-pc.gov.uk)**



**DAWN SPOUGE  
CLERK TO THE COUNCIL  
11<sup>th</sup> February 2021**