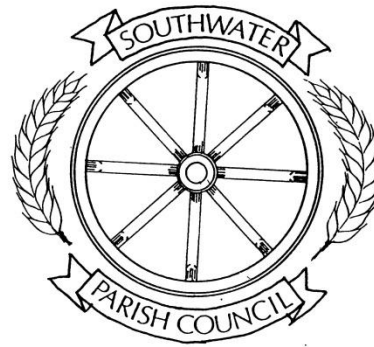


# Southwater Parish Council



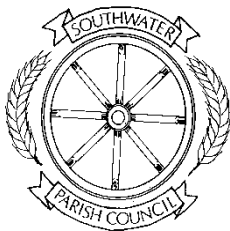
## **Finance and General Purposes Committee Meeting Agenda**

Wednesday 21<sup>st</sup> November, 2018, 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**  
Cert.Ed.L.Pol.FILCM.,

Telephone No: 01403 733202 Fax: 01403 732420  
Email: Catherine.Tobin@southwater-pc.gov.uk  
Community Web Site: [www.southwater-pc.gov.uk](http://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 21<sup>st</sup> November, 2018 at 7.30pm** when the following business will be considered and transacted.

**14<sup>th</sup> November 2018**

**Clerk to the Council**

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*Members of the public and press are welcome to attend*

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## 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, 17<sup>th</sup> October 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 12<sup>th</sup> November 2018 as a true reflection of the current financial position of the Council at the end of Month 7.

### **7.2 RECOMMENDATION**

The Committee is recommended to approve the Bank Reconciliation as at 12<sup>th</sup> November, 2018 (Month 7).

### **DEBTORS & CREDITORS**

**7.3** The purpose of this report is to approve the Debtors and Creditors as at 12<sup>th</sup> November 2018, 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 12<sup>th</sup> November, 2018 as a true reflection of the current position of the Council.

## **8 PAYMENTS SCHEDULE**

**8.1** To approve the payments schedule to 21<sup>st</sup> November 2018 in the sum of £17,796.64 with other payments of £65,215.90 having been approved since the last meeting an overall total of £83,012.54.

### **8.2 RECOMMENDATION**

The Committee is recommended to approve the Payment Schedule dated 21<sup>st</sup> November 2018 in the sum of £17,796.64 with other payments of £65,215.90 having been approved since the last meeting an overall total of £83,012.54.

## **9. COMMUNITY GRANT**

**9.1** To consider and approve a request from Southwater Royals Football Club for a grant of £500.

**9.2** The Committee to approve a grant to Southwater Royals Football Club.

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

**10.1** To receive and discuss the Draft Budget 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.

## **11. NEIGHBOURHOOD PLAN**

**11.1** To consider a recommendation from the Planning Committee in relation to advice required from legal counsel in order to seek clarity to questions raised

by developers during the Regulation 14 Consultation in order to meet the tests required.

## **11.2 RECOMMENDATION**

To approved expenditure as and when required in terms of legal counsel and the Neighbourhood Plan consultation exercise.

## **12. POLICIES**

**12.1** To consider the following policies having been reviewed by the Policy Working Party, e.g., CCTV Policy, Clarification of Authority to Spend Policy, Advertising Policy 2018, Best Value Policy Statement, Privacy Policy and Tree Policy.

**12.2** The Committee to approve the Council's CCTV, Clarification of Authority to Spend, Advertising Policy, Best Value Statement, Privacy and Tree Policies.

## **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. SOUTHWATER LEISURE CENTRE**

**14.1** To receive a report(s) in relation to the day to day management of the Leisure Centre including any financial information.

**14.2** To Committee are recommended to approve the report(s) received.

## **15. WOODHATCH PLAY AREA**

**15.1** To receive a report and discuss whether or not the Council wishes to proceed with the adoption of the derelict piece of land from Horsham District Council.

**15.2** The Committee to decide upon a course of action it wishes to take in relation to this land.

## **16. EASTEDS BARN**

**16.1** To discuss matters in relation to the current planning application and the implications for any delay in leasing the building to a third party and authorise a strategic response to any delays within the planning system.

**16.2** The Committee to authorise strategic responses to any delays in the planning system or decisions made with the approval of legal fees if required the reason being that the delays will have an impact on the Council's forthcoming budget.

**17. BOVIS - ROMAN LANE, ARTWORK & SECTION 106**

- 17.1 The Committee to discuss the report received from the Clerk on the progress of this potential artwork for Roman Lane.
- 17.2 The Committee to authorise the appointment of the preferred artist the cost of which is to be entirely taken from Section 106 contributions of £28,073.

**18. STREET LIGHTING – IVY CLOSE TO WORTHING ROAD FOOTPATH**

- 18.1 To consider a requested from WSCC Lighting for the removal of an existing Parish Council street light with SRL Lantern and replace with a new 5m Column that will be transferred to the ownership of WSCC Lighting.
- 18.2 The Committee to authorise the works on the condition that the light and costs be transferred to WSCC Street Lighting and removed from the Parish Council's asset register and contract with SSE Maintenance.

**19. CHRISTMAS EVENT**

- 19.1 To receive a report in relation to the arrangements for the Christmas event to take place on 24<sup>th</sup> November between 1pm and 5pm.
- 19.2 To approve any financial matters that may require to ensure the success of the Southwater Christmas Event.

**20. POLICING MATTERS**

- 20.1 To consider policing matters in relation to the community of Southwater.
- 20.2 To make any recommendation considered necessary following discussions for the benefit of the community.

**21. COMMUNITY WARDENS**

- 21.1 To receive an update on the progress being made in relation to Community Wardens including any formal agreement to be signed.
- 21.2 The Committee to note and approve the current administration and financial position of the project.

**22. PERSONNEL & PENSIONS\*\***

- 22.1 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.
- 22.2 To approve the report received and provide instruction to the Head of Paid Service in relation to the existing and future Budget.

**23. DATE OF NEXT MEETING: Wednesday, 12<sup>th</sup> December 2018.**

\*\* 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