

All minutes are draft and subject to approval at the next meeting

**FERRING PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE
(Advisory Powers Only)**

1 Elm Park, Ferring, Worthing, West Sussex. BN12 5RN
telephone 01903 249 449
e-mail ferring-pc@btconnect.com

Minutes of the FPC Finance and General Purposes Committee meeting held at 7.30pm on Monday 21st August 2017 at the Parish Office.

Present	Chairman	Carole Robertson
	Councillors	Stephen Abbott
		Ruth Sims
		Roger Elkins
		Geoff Mines
Apologies	Councillors	Terry Jackson

1.	Apologies for absence: Apologies were received from Councillor Terry Jackson Councillor Carole Robertson advised the Committee that Councillor Terry Jackson has stood down from his role as Vice Chairman to the Council, Chairman of the Highways & Community Committee and from his involvement in the Parish Office Refurbishment. A Vice Chairman of the Council will be elected at a future Full Council Meeting. The Chairman asked that any Councillor that would like to be nominated for the Vice Chairman role to see the Clerk.	Actions
2.	Declarations of interest: There were no declarations of interest	
3.	Public Question Time: There were no members of the public present	
4.	To confirm the Minutes of the last meeting held 3rd July 2017: The Minutes of the Finance and General Purposes Committee Meeting held on 3 rd July 2017 were approved by the Committee as a correct record.	

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5.	<p>Matters arising from the report of the last meeting held on 3rd July 2017: The replacement of the lintels at the Parish Office is complete and payment for the work has been made. The Annual Review Working Group has held their first meeting. Councillor Allowances will be reviewed at the next Statutory Annual Meeting in the next Election year. The Parish Council now rent a garage within the village for storage. New planters on the village were approved. All actions in relation to the Neighbourhood Plan Implementation Committee are now complete.</p>	
6.	<p>Accounts and Finance: The income and expenditure schedule for June & July 2017 were reviewed and will be recommended to Full Council. The Committee asked the Parish Clerk to look into the agreement with Freedom Leisure in relation to missed sessions due to the weather.</p>	PC
7.	<p>Parish Clerk Report including Financial Matters: The Parish Clerk advised the Committee that one of the fire extinguishers is now out of date and it is recommended that the office requires an additional class A CO2 2Kg. The Parish Clerk has negotiated a reduced price at £130 plus VAT for both extinguishers. This will be recommended to Full Council.</p>	PC
8.	<p>Environment Committee: Councillor Geoff Mines advised the committee of the option of a Gateway at the south end of Sea Lane. The project has been discussed with the land owner WSCC and they have suggested using composite plastic. The cost of the sign and the lettering is expected in the region of £650 plus VAT with the additional cost of the fitting expected in the region of £250. The Committee agreed to pursue with the project and it will be recommended to Full Council.</p>	
9.	<p>Office Refurbishment: Due to Councillor Terry Jackson no longer being involved with the office refurbishment project, It was advised that all tradesmen have been booked and confirmed and Councillor Carole Robertson asked for a volunteer to complete the project. Members of the Committee asked regarding the actual agreements of the work. As Councillor Stephen Horne has been involved with the project, the Committee recommended that the Chairman ask him to complete the project.</p>	PC
10.	<p>Neighbourhood Plan Implementation (including CRTBO's) Committee: The date of the meeting between WSCC & FPC is still to be confirmed.</p>	PC

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11.	<p>Items to be referred to next Agenda and items for information only:</p> <p>The Clerk advised the Committee that Network Rail is looking to carry out some work on Parish Council land near the allotments early 2018. Councillor Geoff Mines kindly accompanied the Clerk to meet representatives to discuss the works.</p> <p>In addition, the old signal building at the railway crossing can be moved however, this work will take place over a couple of nights and potentially be noisy for local residents. Both these issues will be an agenda item for the next Full Council Meeting.</p> <p>It was advised that the Parish Council website is currently is available via the Arun District Council website. This will soon change and Arun District Council will cease to support our website.</p> <p>The Clerk is currently investigating other options. This issue will be an agenda item for the next Full Council Meeting.</p>	PC PC
12.	<p>The next Finance Committee Meeting is scheduled for Monday 2nd October 2017 at 7.30pm at the Parish Office</p>	
	<p>The meeting closed at 8.40pm.</p>	