

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

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

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Minutes of the FPC Finance and General Purposes Committee meeting held at 7.30pm on Monday 18th February 2019 at the Parish Office.

Present	Councillors	Carole Robertson (Chairman)
		Stephen Abbott
		Terry Jackson
		Ruth Sims
		Geoff Mines
		Lesley Young
		Stephen Horne

1.	Apologies for absence Apologies were received from Councillors Peter Evans & Roger Elkins	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 7th January 2019 The Minutes of the Finance and General Purposes Committee Meeting held on 7 th January 2019 were approved by the Committee as a correct record.	
5.	Matters arising from the report of the last meeting held on 7th January 2019 There was nothing to mention.	
6.	Accounts and Finance The income and expenditure schedule for December 2018 was reviewed and will be recommended for Full Council approval.	
7.	Parish Clerk Report including Financial Matters The Clerk referred to emails that have been circulating between a few Councillors in relation to the Annual Parish Meeting. The Clerk provided the Finance and General Purposes Committee with an overview of the contents of the emails explaining that it has become evident that following the Annual Parish Meeting Working Group that met in October 2018 and Full Council resolution in December 2018, no further actions or arrangement have been made.	

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	<p>In view of the above and to resolve the matter, the Clerk proposed that the Parish Office will make the arrangements for the meeting on the basis that a revised format is recommended for approval by Full Council.</p> <p>The revised format was circulated to members and will include Chairman's Report, brief annual reports from District/County Councillors, Question time followed by an opportunity to circulate around the hall and to talk with Parish, District and County Councillors – tea / coffee biscuits will be available and local organisations with direct links to FPC will be invited to attend the meeting.</p> <p>The Glebelands Directors will confirm that the Glebelands Centre has been booked on 1st June for this meeting.</p> <p>As the meeting is scheduled after the May Elections, it was also suggested that residents should be encouraged to attend the meeting to have the opportunity to meet their elected Councillors.</p> <p>The above will be recommended for Full Council approval.</p>	
8.	<p>Environment Committee</p> <p>Repairs to bus shelters: Councillor Geoff Mines advised the Committee that after inspection the bus shelters in Goring Way and north of the railway are in need of repair. K Washer has provided a quotation of £185.00 to repair the Goring way shelter. The shelter north of the railway requires further investigation.</p> <p>The above will be recommended for Full Council approval.</p>	
9.	<p>Grant Requests</p> <p>Grant requests have been received from Home-Start, Arun, Worthing & Adur & Ferring CE Primary School.</p> <ol style="list-style-type: none"> 1. Ferring CE Primary School. It was acknowledged that two grant amounts are mentioned in the application, approximately £200 for the equipment, however the actual request states £250. The Grant is recommended for approval in principle, on the basis that the school revert back with the exact amount of the equipment. 2. Home-Start, Arun, Worthing & Adur. The Grant is recommended for approval in principle, however the Clerk has been asked to revert back to the organisation to request further detail of the support that has been provided. <p>The above will be recommended for Full Council approval.</p>	PC
10.	<p>Parish Council Mission Statement</p> <p>As a result of a comment made at a recent Full Council meeting that the Parish Council does not have a mission statement on their website, Councillor Stephen Abbott has drafted an example of a statement.</p> <p>The statement was circulated to member and after a brief discussion it was acknowledged that the option of a Mission Statement was not favourable, however a brief statement of what the Parish Council does will be considered</p>	

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	<p>by Full Council</p> <p>The above will be recommended for Full Council approval.</p>	
11.	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda</p> <p>There was nothing to mention.</p>	
12.	<p>Exclusion of the Public and The Press The Committee, Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, Resolved that Members of the Public and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.</p> <p>Neighbourhood Plan Implementation (including 3x CRTBO) Committee Councillor Carole Robertson provided an update and Committee Members discussed the options for land acquisition.</p>	
13.	<p>Office Employment Contract: The NALC National Salary Award, new pay scales for 2019 – 2020 to be implemented from 1st April 2019 has been received.</p>	
14.	<p>The next Finance Committee Meeting is scheduled for Monday 1st April 2019 at 7.30pm at the Parish Office</p>	
	<p>The meeting closed at 8.35pm.</p>	