



FERRING PARISH COUNCIL

1 Elm Park, Ferring, Worthing, West Sussex. BN12 5RN
telephone 01903 249 449 e-mail parishoffice@ferringparishcouncil.org.uk

Finance and General Purposes Committee Meeting (Advisory Powers Only)

Councillors & Parishioners

To : Councillors Lesley Young, Carole Robertson, Terry Jackson, Roger Elkins, Stephen Abbott, Ruth Sims, Peter Coe & Clare Royal

Your attendance is requested at a meeting of the Finance and General Purposes Committee to be held on **Monday 6th July 2020 at 7.30 pm** via remote platform

Due to the Coronavirus (Covid 19) pandemic, all Committee Meetings will be held remotely (via Zoom) in line with 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020' that are currently enacted for Meetings on and up to 7th May 2021. For further information see The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

<http://www.legislation.gov.uk/ukxi/2020/392/contents/made>

Public Question Time, agenda item 4: Members of the Public are invited to submit questions on any subject related to items on the agenda only, for consideration at the meeting, to the Council by no later than Friday 3rd July at 4.00pm, either in writing delivered to the Parish Council Offices, via email to: parishclerk@ferringparishcouncil.org.uk or by telephone: 01903 249449.

Details to join the meeting will be provided upon request – please call the office on (01903) 249449 or email parishclerk@ferringparishcouncil.org.uk before 10:00am on 6th July 2020.

Please note that the Meeting will be recorded (audio), for the Clerk for the purpose of ensuring clarity for the Minutes.

A G E N D A

1. **Elect a Chairman**
2. **Apologies for absence**
3. **Declarations of Interest** - Members are reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this Agenda.
4. **Public Question Time** - 15 minutes has been reserved for members of the public to address the Council on any subject related to items on the agenda only. (Standing Order 1e)

Each member of the public is entitled to speak once and shall not speak for more than three minutes. (Standing Order 1g)

5. **To confirm the Minutes of the last Meeting held on 2nd March 2020**
6. **Matters arising from the minutes of the last meeting**
7. **Accounts and Finance** - Income and expenditure April & May (*Attached for Committee Members*)
8. **Parish Clerk Report including Financial Matters** – The Clerk will report any issues within the Parish office
9. **Environment Committee** – Councillor Clare Royal
 - a) **Bus shelter** – as per recommendation in the Environment minutes (*attached for Committee Members*)
10. **Highway & Community Committee** – Councillor Peter Coe
 - a) **Tennis court painting** – as per recommendation in the Highway & Community (*attached for Committee Members*)
11. **End of year Accounts** – The Parish Clerk will present the end of year accounts (*presentation is attached for Committee Members*)
12. **Office Arrangements** – To discuss & agree a plan & timescale for the office to return to normal practice & agree Risk Assessment (*attached for Committee Members*)
13. **Communications Working Group** – To agree membership (*sample newsletter attached for Committee Members*)
14. **Councillor Weekly Update** – To discuss the benefits and content suggestions
15. **Grant request** – St Barnabas (*attached for Committee Members*)
16. **FPC Policy for Remote Meetings** – To consider Revised Policy (*attached for Committee Members*)
17. **SALC Code of Conduct Consultation** – To discuss if FPC wish to make comment (*previously circulated to Committee Members*)
18. **Glebelands Grounds ADC Agreement** – Councillor Roger Elkins report back to F&GP Committee as agreed at Full Council 16th March 2020.
19. **Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda**
20. Date of the **next meeting** is **Monday 24th August 2020**

Nadine Phibbs
Clerk & Responsible Financial Officer
30th June 2020