

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

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

**Minutes of the Finance & General Purposes Committee meeting held at 7.30pm  
on Monday 23<sup>rd</sup> November 2020 via the Zoom Platform.**

Present	Councillors	Terry Jackson (Chairman)
		Roger Elkins
		Stephen Abbott
		Peter Coe
		Clare Royal
		Ruth Sims

1	<b>Elect a Chairman</b> Councillor Terry Jackson was elected as the Finance & General Purposes Committee Chairman	
2	<b>Apologies for absence</b> There were no apologies.	
3	<b>Declarations of interest</b> There were no declarations of interest.	
4	<b>Public Question Time</b> There were no members of the public present.	
5	<b>To confirm the Minutes of the last meeting held 5<sup>th</sup> October 2020</b> The Minutes of the Finance & General Purposes Committee Meeting held on 5 <sup>th</sup> October 2020 were approved by the Committee as a correct record and signed by the Chairman.	
6	<b>Matters arising from the report of the last meeting held on 5<sup>th</sup> October 2020</b>  <b>Paving slab at War Memorial</b> – At Full Council on 19 <sup>th</sup> October, it was established that there is no immediate danger to the public and this is not deemed an urgent safety issue. On Remembrance Sunday whilst the wreaths were being laid, Councillor Peter Coe and the Clerk identified the paving slabs and a small wall that are in need of repair. This information has been passed to the Environment Chairman and will be discussed at the next	

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	<p>Environment Committee Meeting in December.</p> <p><b>Accounts &amp; Finance Bank Account Signatures</b> – The Clerk has made all the necessary arrangements for the additional signatories for the existing bank accounts.</p> <p><b>Communications Working Group</b> – As previously agreed, the Communications Working Group has now met and a paper with their recommendations has been circulated to all Councillors with any comments to be sent to the Clerk by COB 30<sup>th</sup> November. The recommendations will be tabled as an agenda item at Full Council on the 7<sup>th</sup> December.</p> <p><b>Remembrance Sunday</b> – Due to Coronavirus (Covid-19) &amp; to meet Government Guidelines, this years event had a very different format. Wreath layers were provided with a time slot to lay their wreath. The afternoon, albeit long, went smoothly and was a success. Councillor Peter Coe &amp; the Clerk were thanked by the Committee for facilitating the Remembrance afternoon.</p>	
7	<p><b>Accounts and Finance</b> The income and expenditure schedule for September &amp; October 2020 were reviewed and will be recommended for Full Council approval.</p> <p>Councillor Roger Elkins asked in relation to the tennis Club funds. Councillor Peter Coe advised that this had been raised at a previous Finance &amp; General Purposes Committee Meeting and that he has looked at the finances and can confirm that the annual subscription and tennis court fees are earmarked within the parish council finances and that they are extremely healthy. This will be monitored by the Clerk.</p>	
8	<p><b>Parish Clerk Report including Financial Matters</b> There was nothing to report.</p>	
9	<p><b>Environment Committee</b> – Councillor Clare Royal <b>Maintenance works within the village</b> – Councillor Clare Royal advised that the advertisement is on the website, noticeboards and in the parish flyer that is currently being delivered to all Ferring households. The Clerk has enlisted Councillor John Tero to assist with the recruitment process and to liaise with the potential candidates. The Clerk will provide him with all the necessary information.</p> <p>Depending on the candidate interest received, this will be an agenda item at Full Council 7<sup>th</sup> December or Finance &amp; General Purposes Committee in January 2021 as necessary.</p>	PO
10	<p><b>WSALC</b> – Update</p>	

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	<p>Councillors will recall that the Clerk has advised of the West Sussex Association of Local Councils (WSALC) 'value for money' exercise.</p> <p>There have been numerous emails circulating, questioning WSALC's intentions and need for the exercise and this matter has progressed with parish/town councils issued with a survey to complete by the end of November. The survey is lengthy and asks what SALC services &amp; courses have been used. The Clerk can complete the survey.</p> <p>In addition to the survey, WSALC have an AGM Meeting on 2<sup>nd</sup> December being held by the Zoom platform. All parish/town councils are able to attend this meeting. The Clerk is intending to join the meeting to ensure that we receive all the relevant and correct information. The Clerk will report back to Full Council following the above mentioned AGM.</p>	PO
11	<p><b>Glebelands Grounds ADC Agreement</b> Councillors will recall that at Full Council 16<sup>th</sup> March 2020, minute item 09-03-20, this item was discussed, and it was <b>RESOLVED</b> that Councillor Roger Elkins will speak to the ADC Environmental Services &amp; Strategy Manager (Greenspace &amp; Emergency Planning) and report back to the F&amp;GP Committee.</p> <p>Councillor Roger Elkins has indeed spoken to ADC Environmental Services &amp; Strategy Manager but unfortunately, he has not been provided with the report prior to this evening's meeting.</p> <p>This will be an agenda item for Full Council 7<sup>th</sup> December. Councillor Roger Elkins will circulate the report.</p>	RE
12	<p><b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b> Councillor Roger Elkins advised that the Ferring TRO for parking in South Ferring has been approved by CLC.</p>	
13	<p>The <b>next Finance &amp; General Purposes Committee Meeting</b> is scheduled for Monday 11 January 2021 at 7.30pm.</p>	
	<p>The meeting closed at 8.00pm.</p>	