



FERRING PARISH COUNCIL

1 Elm Park, Ferring, Worthing, West Sussex. BN12 5RN
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Finance and General Purposes Committee Meeting (Advisory Powers Only)

Councillors & Parishioners

To : Councillors Lesley Young, Terry Jackson, Roger Elkins, Ruth Arnold, John Tero & Clare Royal

Your attendance is requested at a meeting of the Finance and General Purposes Committee to be held on **Monday 3rd July 2023 at 7.30pm** at the Parish Office.

Members of the Public are welcome to attend the meeting and will be given an opportunity to make representation to Council under agenda item 5 on matters on this agenda only.

A G E N D A

1. **Elect a Chair**
2. **Elect a Vice Chair**
3. **Apologies for Absence**
4. **Declarations of Interest** - members are reminded to make any declarations of personal and/or prejudicial interest that they may have in relation to items on this agenda.
5. **Public Question Time** - 15 minutes has been reserved for members of the public to address the Council. Members of the public are permitted to ask questions with respect to items on the agenda only, during the 15 minute designated question time or longer at the discretion of the Chairman. (Standing Order 1e)

Subject to standing order 3(f), each member of the public is entitled to speak once and shall not speak for more than 3 minutes. (Standing Order 1h)

This is the only time that the public has the opportunity to speak during the meeting. Members of the public are respectfully asked not to talk during the rest of the meeting unless invited to do so by the Chairman of the Committee.
6. **Terms of Reference** – Committee to agree Terms of Reference. (*attached*)
7. **Committee Dispensation** – Committee to agree the dispensation.
8. **To confirm the Minutes of the Parish Facilities & Projects Committee held 6th March 2023.**
9. **Actions update from the last meeting**
10. **Accounts and Finance** –
 - a. **Income and Expenditure April & May** (*Attached for Committee Members*)

11. **Council to note payments made under dispensation for expenditure for Committee minuted instruction.**
Environment Liaison Committee (*5th June*)
 - Tennis Club Noticeboard £285.60
 - Pill Box keys £186.00.
12. **Parish Clerk Report including Financial Matters** - The Clerk will report any issues within the Parish office
 - Repairs to the parish office update
 - Items in storage (*garage & office unit*)
13. **Environment Liaison Committee**
 - a. **Tree at the path/lane to allotments** – to consider quotation to remove the tree and treat stump (*quotation attached for Councillors*)
 - b. **War Memorial Flag Pole replacement** – to consider quotations for a new flagpole at the War Memorial (*quotation attached for Councillors*)
 - c. **Village Sign** – to consider quotation to install the village sign (*paper attached for Councillors*)
 - d. **Gateway Signs** – to consider quotation to purchase and erect x3 gateway signs (*paper attached for Councillors*)
14. **Grant application** – to consider three grant applications (*papers attached for Councillors*)
 1. Wadars £500
 2. 4sight Vision support £300
15. **Emergency Plan Co-Ordinator** – To appoint Council member as Emergency & Deputy Plan Co-Ordinators.
16. **All about Ferring Magazine** – To consider a F&GP article
17. **Urgent matters arising, since the preparation of this Agenda & Items to be referred to the Parish Facilities & Projects Committee Agenda**
18. **Public Bodies (admission to meetings) Act 1960 giving the Power to exclude Public and Press from the meeting –**
19. **Office Employment Contracts** – Clerk hours - Councillor Clare Royal (*confidential paper attached for Councillors*)

Nadine Phibbs
Clerk & Responsible Financial Officer
27th June 2023