



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 (Chairman), Terry Jackson (Vice Chairman), Roger Elkins, Ruth Arnold, Andy Walker, Graham Bootle & Clare Royal

Your attendance is requested at a meeting of the Finance and General Purposes Committee to be held on **Monday 8th April 2024** at **7.30pm** in 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 3 on matters on this agenda only.

A G E N D A

1. **Apologies for Absence**
2. **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.
3. **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.

4. **To confirm the Minutes of the Finance & General Purposes Committee held 19th February 2024.**
5. **Actions update from the last meeting**
6. **Accounts and Finance -**
 - a. **Income and Expenditure February** (*attached for Councillors*)
7. **Council to note payments made under dispensation for expenditure for Committee minuted instruction.**
There were no payments to note.
8. **Parish Clerk Report including Financial Matters** – The Clerk will report issues

9. **Appoint Internal Auditor** – To appoint Smithe & Co (Jennifer Smith) as the Internal Auditor for 2023 – 2024.
10. **Environment Liaison Committee**
Maintenance Quotations and information (*paper attached for Councillors*)
 - a. Pantiles noticeboard
 - b. Wooden Bus shelters staining
 - c. Fence panel at allotments
 - d. Increase in each quarterly maintenance from £625.00 to £656.25
11. **Roads, Community & Sports Committee** (*papers attached for Councillors*)
 - a. **Annual Parish Meeting 2024** - To agree Annual Parish Meeting format
 - b. **FPC Bus Shelters** – Maintenance of the shelters
 - c. **FPC Business Cards** – Suggestion that we should hold business cards
 - d. **Parish Office Photocopier** – to consider purchasing a new photocopier
 - e. **Tennis Club matters** – Court Access, Court Maintenance & Tennis Club accounts
12. **Grant application** – (*papers attached for Councillors*)
 - a. Glebelands Community Centre grant application (*paper to follow*)
 - b. Men in Sheds grant application
 - c. Wadars grant application
13. **All about Ferring Magazine** – To consider a F&GP article
14. **Urgent matters arising, since the preparation of this Agenda & Items to be referred to the Finance & General Purposes Committee Agenda**
15. **Date of next meeting Monday 13th May 2024**

Nadine Phibbs
Clerk & Responsible Financial Officer
2nd April 2024