

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 31st March 2025 in the Parish Office**

Present	Councillors	Lesley Young (Chairman)
		Ruth Arnold
		Graham Bootle
		Roger Elkins
		Clare Royal

1	Apologies for absence There were no apologies for absence.	
2	Elect a Vice Committee Chairman Councillor Graham Bootle was elected as the Committee Vice Chairman	
3	Declarations of interest There were no declarations of interest.	
4	Public Question Time There were no public questions.	
5	To confirm the Minutes of the Finance & General Purposes Committee held 17th February 2025. The Minutes of the Finance & General Purposes Committee Meeting held 17 th February 2025 were approved by the Committee as a correct record and signed by the Chairman.	
6	Actions update from the last meeting There were no actions.	
7	Accounts and Finance The Income and Expenditure schedule for January & February 2025 was reviewed and will be recommended for Full Council approval. The above is recommended for Full Council approval.	

8	<p>Committee to note payments made under dispensation for expenditure for Committee minuted instruction. <i>(Environment Liaison Committee 17th March)</i> a. Plants for Warren Pond, Conservation Group at £66.80</p>	
9	<p>Parish Clerk Report including Financial Matters There was nothing to report.</p>	
10	<p>Roads, Community & Sports Committee a. VE Day Event Progress with the arrangements for the event The Clerk provided an update on the progress of the arrangements.</p> <p>b. Event Planners Events Planners will be circulated to Councillors at Full Council 7th April 2025.</p> <p>c. Review quotations for the catering. The Clerk has obtained three quotations for a catering supplier for the Commemorative Tea Party on 3rd May. The Committee reviewed the three quotations and agreed that the Henty Arms as the preferred supplier.</p> <p>The above (c) is recommended for Full Council approval.</p>	CLERK
11	<p>Environment Liaison Committee a. To Publicise Parish Council Projects/Plaques – Two Quotations for 10 plaques. The Committee reviewed the two quotation and agreed to proceed with Discount Displays at £184.95 excluding VAT.</p> <p>This cost will come under dispensation for expenditure of up to £1000.00 for minuted instructions as resolved at the Finance & General Purposes Committee Meeting 3rd July 2023.</p>	CLERK
12	<p>Annual Parish Meeting – format The meeting to take place prior to the FPC Annual Statutory FC Meeting 19th May 2025 and the suggested format of the meeting is:</p> <ol style="list-style-type: none"> 1. Chairman's report 2. Brief annual reports from District/County Councillors 3. Question time <p>The above is recommended for Full Council approval.</p>	

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13	<p>Appoint Internal Auditor – To appoint Smithe & Co (Jennifer Smith) as the Internal Auditor for 2024 – 2025.</p> <p>The above is recommended for Full Council approval.</p>	
14	<p>FPC Financial Regulations March 2025 – to recommend revised Regulations to Full Council</p> <p>The above is recommended for Full Council approval.</p>	
15	<p>Grant Application – Football Club AED replacement battery at £258.00</p> <p>The above is recommended for Full Council approval.</p>	
16	<p>All about Ferring Magazine There was nothing to mention.</p>	
17	<p>Urgent matters arising since the preparation of this Agenda & Items to be referred to next Agenda. The Committee noted that Councillor Andy Walker has left the committee and Councillor Simon Ash will become a committee member from the next meeting on 12th May 2025.</p> <p>Councillor Clare Royal and the Clerk attended a WSALC Devolution briefing this morning.</p> <p>The Clerk will prepare a suitable article to be published via the Parish Council communication channels. The article will be circulated to Councillors for approval at Full Council 7th April 2025.</p> <p>Councillor Clare Royal gave her apologies for the next Committee meeting 12th May 2025.</p>	CLERK
	The meeting closed at 8.15pm.	
	Date of next meeting Monday 12 th May 2025	
	<p>Minutes approved</p> <p>Chairman Date</p>	