

TANGMERE PARISH COUNCIL



Locum Clerk to the Council

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MEMBERS OF THE FINANCE COMMITTEE
ARE HEREBY INVITED TO A MEETING OF THE COMMITTEE TO BE HELD AT
7.30PM ON TUESDAY 14 AUGUST 2018 IN THE COMMITTEE ROOM,
TANGMERE VILLAGE CENTRE, MALCOLM ROAD, TANGMERE.

ALL MEMBERS OF THE PUBLIC HAVE A RIGHT, AND ARE WELCOME, TO ATTEND.

Locum Parish Clerk

9 August 2018

AGENDA

1. Apologies

To receive apologies for absence

2. Declarations of Interest

To receive from Members any declarations of disclosable pecuniary and non-pecuniary interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Tangmere Members' Code of Conduct.

3. Public participation

Members of the public present may make representations or raise questions on issues included on the agenda. This session to be conducted in accordance with Standing Order 3 e to 3 k.

4. Minutes

To approve as an accurate record the minutes of the meeting held on 19 June 2018.

5. Action Points

To note the action points from previous meetings and to hear updates on progress against those action points (summary of Action Points included in the supporting papers)

6. Finance:

- To authorise payments made between 1 June & 31 July 2018 and to note receipts in the same period. (papers to be tabled at the meeting);
- To receive and note bank reconciliations as at 31 July 2018 (the reconciliation for the Village Centre account is in the supporting , that for the Parish Council account will be tabled at the meeting);
- To consider a budget monitoring report for the financial year to 31 July 2018

(the report will be tabled at the meeting).

- To consider the balance sheet as at 31 July 2018 (to be tabled at the meeting).

7. Direct Debits

Financial Regulations says the following at paragraph 6.6:

“If thought appropriate by the council, payment for utility supplies (energy, telephone and water) and any National Non-Domestic Rates may be made by variable direct debit provided that the instructions are signed by two members and any payments are reported to council as made. The approval of the use of a variable direct debit shall be renewed by resolution of the council at least every two years.”

Included in the supporting papers is a schedule of all accounts currently paid by direct debit. Members are asked to review the schedule and to consider whether the wording of the regulation needs changing better to reflect actual practice, and if so recommend that change to Full Council.

Members are further asked to recommend to Full Council that it approves all payments listed.

8. Playground Safety Inspection

To consider the recent inspection report from RoSPA covering the Parish Council's play and fitness equipment and consider any action to be taken as a result.

A link to the reports (which are confidential to the council by virtue of people professional advice from a third party) has been circulated separately.

9. Horsefield License

To consider the annual license for the Horsefield (the text of the licence is to be found in the supporting papers)

10. Community Infrastructure Levy (CIL)

To consider the Council's approach to CIL noting that £12,500 has been received in respect of the period 1 October 2017 to 31 March 2018. The Chichester District Council newsletter on CIL may be found in the supporting papers.

11. New Homes Bonus

To note that in 2016 New Homes Bonus was underspent by £424.06 and by £648.48 in 2017 (a total cumulative underspend of £1,072.54). These sums will need to be returned to Chichester District Council (CDC) or a variation applied for. There is no urgency for a decision (2016 NHB needs to be spent by 2019 and 2017 NHB by 2020) and CDC officers advise deferring any decision until after the NHB 2018 applications have been decided.

12. Any other matters for information only

13. Date of next meeting: 16 October 2018.