

# 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 16 OCTOBER 2018 IN THE COMMITTEE ROOM,**  
TANGMERE VILLAGE CENTRE, MALCOLM ROAD, TANGMERE.

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

Parish Clerk

11 October 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 14 August 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 to be tabled at the meeting).

### 6. Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2018

To receive the External Auditor's report for the year ended 31 March 2018 (papers included within the supporting papers).

### 7. Interim Internal Audit 2018/19

To note that the interim internal audit for the current financial year will take place on Thursday 8 November 2018. The audit will be undertaken by Mulberry & Co.

### 8. Finance:

- To authorise payments made between 1 August & 30 September 2018 and to

- note receipts in the same period. (papers to be tabled at the meeting);
- To receive and note bank reconciliations as at 30 September 2018 (reconciliations to be tabled at the meeting);
- To consider a budget monitoring report for the financial year to 30 September 2018 (the report will be tabled at the meeting).)
- To consider the balance sheet as at 30 September 2018 (to be tabled at the meeting).

#### **9. Revised Estimates 2017/18 and Draft Budget 2018/19**

To consider a first draft of the revised estimates for 2017/18 and budget for 2018/19.

#### **10. New Homes Bonus**

To note that the applications for New Homes Bonus for 2018 have all been approved. Members to consider the terms and conditions of the grant and to authorise the Clerk to sign the grant agreements (correspondence from Chichester District Council included in the supporting papers).

#### **11. Consultation on the Draft Chichester Infrastructure Business Plan**

To consider the draft Chichester Infrastructure Business Plan (included in supporting papers) and whether the Parish Council wishes to respond to consultation, which runs for a six week period from 9.00am 8 October 2018 until 5.00pm on 19 November 2018.

Comments on the projects prioritised for CIL funding are specifically invited

The purpose of the IBP is to identify the infrastructure needed to support the amount of development identified in the Local Plan to 2029. It prioritises infrastructure provision and phasing; identifies funding sources and responsible delivery agencies, and prioritises the projects to be funded solely or partly from the Community Infrastructure Levy (CIL). The IBP is a 'living' document which concentrates on the next five years infrastructure requirements. This is reviewed and rolled forward each year to ensure that it is kept up to date. The draft CIL spending plan for each of the first five years is set out in Table 11 on pages 26 to 28. The projects were chosen on the basis of:

- Supporting development in the locality as identified in the Local Plan;
- Their need to be provided within the five year period;
- The amount of money expected to be available;
- Capability of being delivered within the timescale identified.

After the close of the consultation, comments will be analysed and changes may be made to the IBP for consideration by the Chichester District Growth Board, then by the district Council's Development Plan and Infrastructure Panel followed by Cabinet on 5 February 2019, and finally by Full Council on 5 March 2019. It will then be published on the Council's website.

Appendix A contains a full list of the infrastructure projects put forward. The Parish Council is asked to check the information put forward by your organisation and if it is not accurate or if its project list has changed, or if there are further details to forward the amendments to Karen Dower at CDC.

As a Parish Council TPC is asked in particular to confirm CIL spending plans within this first five year period.

#### **12. Operation Watershed**

To consider the current financial position as regards Operation Watershed and whether that position is accurately reflected in the Parish Council's accounts.

#### **13. Any other matters for information only**

#### **14. Date of next meeting: Thursday 13 December 2018 (Note that this is a change from the date previously set.)**