

Southwater Parish Council



Finance and General Purposes Committee Meeting Agenda

Wednesday 20th March, 2019, 7.30pm

Beeson House
Lintot Square
Southwater
Horsham
RH13 9LA

Committee Members

Cllr Michael Neale (Chairman)
Cllr Geoff Cole (Vice Chairman)
Cllr Ross Dye
Cllr Pauline Flores-Moore
Cllr Derek Moore
Cllr Geoff Scoon
Cllr Hayley Timson
Cllr Claire Vickers
Cllr Graham Watkins
Cllr Neil Whitear



SOUTHWATER PARISH COUNCIL

Beeson House,
26 Lintot Square,
Fairbank Road,
Southwater,
West Sussex
RH13 9LA



Clerk: **Mrs.C.M.Tobin**
FSLCC.,

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Community Web Site: www.southwater-pc.gov.uk

You are hereby SUMMONED to the **FINANCE AND GENERAL PURPOSES** Committee of the Parish Council, which will be held in **Beeson House, Lintot Square, Southwater, West Sussex, RH13 9LA** on **Wednesday 20th March, 2019** at **7.30pm** when the following business will be considered and transacted.

13th March, 2019

Clerk to the Council

Members of the public and press are welcome to attend

AGENDA

1 PUBLIC PARTICIPATION

To receive and act upon if considered necessary by Council, comments made by members of the public. Questions to be considered by Council need to be submitted in writing or electronic mail by noon on the day of the meeting in accordance with Section 1(h) of Standing Orders (Meetings).

2 APOLOGIES

To receive apologies and reasons for absence.

3 DECLARATION OF INTERESTS

To receive any declarations of Members' interests.

4 MINUTES

To approve the Minutes of the Finance and General Purposes Committee Meeting held on Wednesday, 20th February, 2019.

5 CHAIRMANS ANNOUNCEMENTS

To receive any announcements from the Chairman of the meeting.

6 CORRESPONDENCE

6.1 To consider correspondence received and which will require response.

6.2 RECOMMENDATION

The Committee is recommended to respond to correspondence received.

7. ACCOUNTS

BANK RECONCILIATION

7.1 The purpose of this report is to approve the Bank Reconciliation as at 28th February 2019 as a true reflection of the current financial position of the Council at the end of Month 11. This financial information provides Councillors with the Income and Expenditure showing percentage against budget as requested along with the Trial Balance figures for Month 11.

7.2 RECOMMENDATION

The Committee is recommended to approve the Bank Reconciliation and other documentation Income & Expenditure Analysis and Trial Balance as at Month 11, dated 28th February 2019.

DEBTORS & CREDITORS

7.3 The purpose of this report is to approve the Debtors and Creditors as at 28th February 2019, as a true reflection of the current position of the Council.

7.4 RECOMMENDATION

The recommendation is to approve the Debtors and Creditors list as at 28th February, 2019 as a true reflection of the current position of the Council.

BANK AUTHORITY

7.5 Virgin Account – To amend the cheque signatories previously advised (Cllr Whitear, Cllr Moore) from two to one.

7.6 To approve the additional cheque authority signatory for the Council's Virgin Bank Account.

TENDER

7.7 To receive from the Clerk notification of the tenders and costings received in relation to the cleaning tenders for Beeson House and Southwater Leisure Centre.

7.8 Members to approve and appoint a cleaning contractor from within the tenders received.

8 PAYMENTS SCHEDULE

8.1 To approve the payments schedule to 20th March 2019 in the sum of £28,978.24 with other payments of £45,662.04 having been approved since the last meeting an overall total of £74,640.28.

8.2 RECOMMENDATION

The Committee is recommended to approve the Payment Schedule dated 20th March 2019 in the sum of £28,978.24 with other payments of £45,662.04 having been approved since the last meeting an overall total of £74,640.28.

9. OPERATIONAL MATTERS

9.1 This report will cover all operational aspect of the Council estates/assets including expenditure taken under delegated powers, health and safety and proposed future expenditure for authorisation.

9.2 RECOMMENDATION

The Committee, to consider, note and recommended to accept the recommendations of the report.

10. LEISURE CENTRE

10.1 BOWLS CLUB AREA

The Committee to receive correspondence and consider a request from Southwater Bowls Club to allow them permission to apply for an Alcohol Licence for the Bowls Club area of the Leisure Centre which is owned and managed by Southwater Parish Council.

10.2 Members to decide as to whether the Council would wish to grant permission for an Alcohol Licence within the Leisure Centre Bowls Club area.

10.3 FUNFEST EVENT AT THE LEISURE CENTRE

To receive and consider a request from Southwater Youth Club to hold a Funfest event at the Leisure Centre field area on Saturday 20th July 2019 between 4pm and 9pm; this to include access to the facilities available at the Leisure Centre.

10.4 Members to consider the request from Southwater Youth Club's young people to hold a Funfest music event on the Leisure Centre field on Saturday 20th July 2019.

11. COMMUNITY WARDENS

11.1 The Committee to receive an update on the progress of the Community Wardens.

12. POLICING MATTERS

12.1 To consider policing matters in relation to the community of Southwater.

12.2 To make any recommendation considered necessary following discussions for the benefit of the community.

13. ELECTIONS

13.1 To receive information in relation to the forthcoming Parish & District Council elections to be held on 2nd May 2019.

13.2 Councillors should note the information provided.

14. EASTEDS BARN**

- 14.1** To provide an update on the proposal in relation to Easteds Barn and the lease of the property to Little Barn Owls, to include the condition report recently received.
- 14.2** Committee to note the comments provided and approve any matters not already approved.

15. NEW COMMUNITY BUILDING**

- 15.1** To receive information about the imminent transfer of this property to the parish council from Berkeley Homes including any provision within the building that may now be required.
- 15.2** Members to consider and approve under delegated authority matters relating to any legal and other expenses which may be required upon taking ownership of the property.

16. PERSONNEL & PENSIONS**

- 16.1** The Chairman to give an update report on any personnel and pension matters.

17. DATE OF NEXT MEETING: Wednesday, 24th April 2019.

** Due to the confidential nature of the business to be transacted, Members will be asked to consider a resolution to exclude members of the public and press in accordance Standing Orders