



Dear Sir/Madam,

FINANCE COMMITTEE MEETING

**You are summoned to attend the above meeting of Sompting Parish Council
to be held on Wednesday 5th June 2019, commencing at 7.00 p.m. at
Harriet Johnson Centre, Loose Lane, Sompting.**

Following the Local Audit and Accountability Act 2014 and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have the right to film/record the meetings of Sompting Parish Council. Members of the public are also advised that by attending a meeting of Sompting Parish Council they give their consent to being filmed/recorded by other members of the public, if such activity is taking place. Any equipment plugged in to the main electrical power supply of the Harriet Johnson Centre must be PAT tested and agreed by the Council prior to its use.

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND THE MEETING

AGENDA

- 1 **Elect Chair of Finance and General Purposes Committee**
- 2 **Elect Vice Chair of Finance and General Purposes Committee**
- 3 **Apologies for absence – Cllr Thornton**
- 4 **Declarations of interest by councillors on any of the agenda items below**
- 5 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed
- 6 **Minutes:** Update on actions and to receive the unconfirmed minutes of 24th April 2019 for approval as a true record of that meeting.
- 7 **Public participation:** The public have a right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 8 **List of payments for approval:** To approve list of payments and note bank balance up to 29th May 2019.
- 9 **Verification of two bank accounts and reconciliation statements up to 29th May 2019 and Nationwide bank statement and reconciliation up to 1st May 2019.** Chairman of Finance and General Purposes Committee to sign-off all reconciliation statements, transfers and the bank statements. Documents given at meeting.
- 10 **Budget printouts to 29th May 2019 –** To note budget spend to date
- 11 **New bank account and cheque signatories –** To agree alternative bank to the Co-op and names of councillors as cheque signatories for new account
- 12 **End of Year Audits 2018-19**
 - a) To note End of Year Internal Audit letter dated 14th May 2019. Report to Full Council
 - b) To note End of Year AGAR form. Report to Full Council

- 13 **Sompting Neighbourhood Plan** – To discuss request from Adur District Council for contribution towards cost of checking revised Plan – email dated 16th May 2019 - max £550.
- 14 **Internal Financial Controls 2019/20** – To note controls in place
- 15 **Legionnaires Testing** – To discuss contents of report from Clerk re future testing and liabilities.
- 16 **Public conveniences, Sompting Recreation Ground** – To agree funding of repairs from earmarked reserves of £4700 code 340
- 17 **Bank balance in excess of £85k** – Clerk to update. Discuss and agree way forward
- 18 **Grant Applications**
- a) - Consider application for grant funding from Victim Support
 - b) - Lifecentre
 - c) - 4Sight
- 19 **Refreshment float** – Discuss provision of budget for refreshments for meetings
- 20 **Date of next meeting** – 7pm on Wednesday 3rd July 2019



Carol Stephenson, Clerk to the Council

Dated: 29th May 2019