



Rustington Parish Council

Council Offices, 34 Woodlands Avenue, Rustington, West Sussex BN16 3HB

Tel: 01903 786420 Fax: 01903 788736

E-mail: enquiry@rustingtonpc.org Website: www.rustingtonpc.org

18 May 2021

Dear Councillor (and Parishioners for information)

FINANCE AND GENERAL PURPOSES ADVISORY GROUP

YOU ARE HEREBY SUMMONED to attend a Meeting of the above Advisory Group to be held on **Monday 24 May 2021 commencing at 6.15 pm.**

Public Questions: Members of the Public are invited to submit questions, for consideration at the Meeting, to the Council by no later than **Monday 24 May 2021 at 9.00 am**, either in writing delivered to the Parish Council Offices, via email to: enquiry@rustingtonpc.org or by telephone: 01903 786420.

Meeting Access: To attend the (remote) Meeting, please use the following link: <https://bit.ly/3hkuyf4>

Yours sincerely

Clerk of the Council

To: All Members of the Finance and General Purposes Advisory Group and other Members for information

A G E N D A

1. Election of Chairman
2. Election of Vice-Chairman
3. Apologies for Absence
4. Declarations of Interest by Members

Members and Officers are reminded to make any declarations of personal and/or prejudicial/pecuniary interests that they may have in relation to items on this Agenda

You should declare your interest by stating:-

- (a) the item you have the interest in*
- (b) whether it is a personal interest and the nature of the interest*
- (c) whether it is also a prejudicial/pecuniary interest*



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PARISH
COUNCIL

Working for the local Community

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(d) *if it is a prejudicial/pecuniary interest, whether you will be exercising your right to speak during the Public Question Time*

You then need to re-declare your interest at the commencement of the item or when the interest becomes apparent

5. To approve the Minutes of the Meeting held on 26 April 2021
(Copy *attached*)
6. To consider further such matters as arise from the Minutes
7. To note the Council's Reconciled Bank Balances as at 30 April 2021, as verified by the Vice-Chairman of the Finance and General Purposes Advisory Group
(Copy *attached for Members*)
8. To retrospectively approve the Accounts paid in accordance with the Delegated Authority Policy (Coronavirus (Covid-19))
(Copy *enclosed for Members*)
9. To consider:-
 - (a) Final Monthly Budget Report to 31 March 2021
(Copy *enclosed for Members*)
 - (b) Monthly Budget Report to 13 May 2021
(Copy *enclosed for Members*)
10. Internal Audit 2020/2021 - To consider a Report received from the Council's Internal Auditor, R S Hall & Co.
(Copy *attached for Members*)
11. Urgent matters arising, for information only, since the preparation of this Agenda
12. Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that because of the confidential nature of the business to be transacted, the Public and the Press leave the Meeting during consideration of Agenda Item 13
13. To consider the Report of the Personnel Sub-Group held on 10 May 2021 and Clerk to report
(Copy *enclosed for Members*)