



Rustington Parish Council

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

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Website: www.rustingtonpc.org

16 June 2020

Dear Councillor (and Parishioners for information)

FINANCE AND GENERAL PURPOSES COMMITTEE

YOU ARE HEREBY SUMMONED to attend a Meeting of the above Committee to be held on **Monday 22 June 2020 commencing at 9.15 am.**

Please note that due to the current Coronavirus (Covid-19) Pandemic, this Meeting will be held remotely (via Microsoft Teams) and is to be delivered within 'The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020' that are currently enacted for Meetings on and up to 7 May 2021. For further information see The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

<http://www.legislation.gov.uk/ukxi/2020/392/contents/made>

Public Questions/Meeting Access: Members of the Public are invited to submit questions, for consideration at the Meeting, to the Council by no later than **Sunday 21 June 2020 at 5.00 pm**, either in writing delivered to the Parish Council Offices, via email to: enquiry@rustingtonpc.org or by telephone: 01903 786420

For further information on how to view and listen to the (remote) Meeting, please contact the Council as detailed above by no later than **Sunday 21 June 2020 at 5.00 pm.**

Yours sincerely

Clerk of the Council

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

A G E N D A

1. Election of Chairman
2. Election of Vice-Chairman
3. Apologies for Absence



QUALITY
PARISH
COUNCIL

Working for the local Community

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For the Purposes of the Data Protection Act Rustington Parish Council is the Data Controller.
VAT Registered: 946 2052 29

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*
- (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 24 February 2020

(Copy attached)

6. To consider further such matters as arise from the Minutes

7. To retrospectively approve the Accounts paid in accordance with the Delegated Authority Policy (Coronavirus (Covid-19))

(Copy enclosed for Members)

8. To consider:-

- (a) Final Monthly Budget Report to 31 March 2020

(Copy enclosed for Members)

- (b) Monthly Budget Report to 12 June 2020

(Copy enclosed for Members)

9. Internal Audit 2019/2020 - To consider a Report received from the Council's Internal Auditor, R S Hall & Co.

(Copy attached for Members)

10. Applications for Grant Aid from Local Organisations - To consider a Report from the Clerk of the Council

(Copy enclosed for Members)

11. Rustington Bridge Club - To consider the continuation of the reduction in the weekly hiring fee in respect of the John de Bohun Room - Clerk to report

12. To appoint Representatives to serve on the following:-

- (a) Internal Audit Sub-Committee

- (b) Personnel Sub-Committee

13. Personnel Sub-Committee - To review the Terms of Reference

(Copy attached for Members)

14. Urgent matters arising, for information only, since the preparation of this Agenda