

## **AGENDA**

**To all Members of  
HERSTMONCEUX PARISH COUNCIL FINANCE & GENERAL PURPOSES (FGP) COMMITTEE  
You are hereby summoned to the next FGP committee meeting on:**

**Tuesday 3<sup>rd</sup> OCTOBER 2017, 7.30 p.m.  
Meeting Room, Village Information Centre, Gardner Street, Herstmonceux**

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**Meeting called by: C J Harrison - Clerk to the Council**

**Signed:** *CJ Harrison*

**Date:** 28<sup>th</sup> SEPTEMBER 2017

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Committee Members Councillors: Jo Angear; Malcolm Bradshaw (**Chair**); Mick Goodsell; Heather Kenward; Stephen Nash; Ian Stewart;

### **AGENDA:**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF MEMBERS' INTERESTS**
- 3. DISPENSATION REQUESTS**
- 4. PUBLIC QUESTIONS OR COMMENTS ON AGENDA ITEMS**

This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.
- 5. PERSONNEL SUB-COMMITTEE REPORT**

To receive:

  - 1.** Timesheet from The Clerk for the period 01 July 2017 to 30 September 2017.
  - 2.** Timesheet from The RFO for the period 01 April 2017 to 30 September 2017.
  - 3.** Update on Clerk to the Neighbourhood Steering Group.
- 6. CURRENT YEAR EXPENDITURE**

Quotations received and other expenditures items requiring recommendation to Full Council for work in the current year
- 7. ESTIMATE WORKING SHEETS 2017/18 (Revised), 2018/19 (Original)**

To receive Estimate Working Sheets from Committees, Working Groups, and individual Councillors and consider items to be included in the Annual Estimates, and instruct RFO as appropriate.
- 8. CONTRACT SPECIFICATIONS REVIEW**
  - 1.** To receive notification of an amendment to the Verge-cutting contract for 2017-18, in respect of area of land at Buckwell Rise.

2. To instruct the Amenities Committee to schedule a Review of all maintenance contracts during the forthcoming year, in readiness for the advertising of Maintenance Contracts during September / October 2018 for the years 2019/20, 2020/21, and 2021/22. This to include any specifications or amendments to existing contracts to cover or amend areas of maintenance within the parish.
9. **FORMER PUBLIC CONVENIENCE BUILDING - UPDATE**
  1. To receive an update report on the Surveyor report and the recommendation to Wealden District Council of the Parish Council's interest in purchasing the building.
  2. To ensure that appropriate provisions are made for any Loans or expenditure with this project in the Annual Estimates.
10. **INSURANCE – Changes to Local Councils Policy**
11. **DATE OF NEXT MEETING – Tuesday 7<sup>th</sup> November 2017**
12. **ITEMS FOR AGENDA**
  - ANNUAL ESTIMATES - 1<sup>st</sup> Draft:**
    1. To receive copies of the Revised Estimates 2016/17, and Original Estimates 2017/18, together with provisions for the two further years 2018/19, and 2019/20.
    2. To discuss the levels of Reserves, Dedication of Reserves, and general levels of expenditure required as it affects the level of Precept for the ensuing year.
  - DATA PROTECTION REVIEW:**
    1. To discuss the impact of the changes on the Parish Council of the new General Data Protection Regulations (GPDR) provisions.
    2. To discuss the introduction of any Data Protection Assurances, Data Sharing, Direct Marketing, and Information Security records that need to be kept.
    3. The review and update to Data Protection Policies and impact on any other Policies of the Parish Council.
13. **CLOSE OF MEETING**