

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 5th DECEMBER 2017, 7.30 p.m.
Meeting Room, Village Information Centre, Gardner Street, Herstmonceux

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

Signed: *CJ Harrison*

Date: 30th NOVEMBER 2017

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 a report (If Any)
- 6. CURRENT YEAR EXPENDITURE**

Quotations received and other expenditures items requiring recommendation to Full Council for work in the current year
- 7. ANNUAL ESTIMATES - 2017/18 (Revised), 2018/19 (Original)**
 1. To receive a copy of the 2nd draft Estimates as prepared by the RFO
 2. To receive and discuss suggestions of further amendments to provisions to items within the 2nd Draft arising from a meeting with the Chair of F&GP (Councillor Bradshaw) and RFO, on 04th December 2017.
 3. To receive notification of the estimated Council Tax Base for Herstmonceux from the Chief Accountant of Wealden District Council (if received).

8. HERSTMONCEUX GRANTS SCHEME

To discuss and formulate a revised Grants Scheme to replace the existing Scheme and submit to Full Council

9. REMEMBRANCE POPPIES

To discuss and consider the use of 'Poppies' of a size designated for use and displayed on a Lorry for attaching to lighting columns, Telephone Poles and other suitable structures, to commemorate Remembrance Day next year and in future years, within the parish of Herstmonceux.

10. INTERIM AUDIT REPORT

1. To receive an Interim Audit Report from Mr Keith Robertson, and to discuss any matters arising from the report.
2. To discuss and consider introduction of further measures to demonstrate a more effective Review of Internal Audit on the part of the Parish Council.

11. TENDER TIMETABLE

The Tender Timetable for the Highways Verge-cutting timetable requires the opening of tenders by Members of the Parish Council and Officers at Noon on Friday, 05 January 2018. To formulate the meeting of Members and Officers, as required.

12. F&GP - POLICIES.

To receive from the Clerk notification of Policies that the Finance & General Purposes Committee need to Review, and to schedule these for discussion/Review at future meetings of the Committee.

- Data Protection – F&GP Committee
- Disciplinary – PER Sub Committee
- East Sussex Pensions Fund Discretions Policy – PER Sub Committee
- Email and Internet Usage – F&GP Committee
- Grievance – PER Sub Committee
- Health and Safety, including Risk Assessment – PER Sub Committee

13. BANKING ARRANGEMENTS – Changes to Account

UNITY TRUST: To receive notification of the increase in Interest Rate in respect of the Tailored Deposit Account.

14. FORMER PUBLIC CONVENIENCES

To receive any updates in respect of the Licence/Lease of the Public Conveniences, Hailsham Road, Herstmonceux.

15. **DEFIBRILLATOR, WINDMILL HILL**

To receive any update on costs associated with the installation of the defibrillator in the telephone box at Windmill Hill.

16. **DATE OF NEXT MEETING – Monday 8th January 2018**

The meeting will be held in the **Herstmonceux Village Hall**, and will convene at 7.30pm, following the meeting of the Herstmonceux Village Hall Management Committee.

17. **ITEMS FOR AGENDA**

1. **HIGHWAY TENDER 2018-19**

To receive the tenders from contractors, opened at noon on Friday 5th January 2018, and to discuss and select a contractor for the Highways Verge-cutting contract for 2018-19.

2. **ANNUAL ESTIMATES - 3rd and Final Version:**

To receive copies of the 3rd and Final version of the Revised Estimates 2017/18, and Original Estimates 2018/19, together with provisions for the two further years 2019/20, and 2020/21.

3. **PRECEPT 2018-19**

To set the Precept for Herstmonceux Parish for 2018-19

4. **POLICY REVIEW**

To review Policies referred for discussion/review.

18. **CLOSE OF MEETING**