

## **AGENDA**

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

**Monday 08<sup>th</sup> JANUARY 2018, 7.30 p.m.**  
**Small Hall, Herstmonceux Village Hall, Hailsham Road, Herstmonceux**

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

Signed: *CJ Harrison*

Date: **3rd January 2018**

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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 a report – 08 January 2018
- 6. CURRENT YEAR EXPENDITURE**

Quotations received and other expenditures items requiring recommendation to Full Council for work in the current year
- 7. TENDERS – VERGE CUTTING 2018-19**

To receive a list of tenders received and opened by the appointed Tender Committee at Noon on 05<sup>th</sup> January 2018, and recommendation to Full Council.
- 8. ANNUAL ESTIMATES - 2017/18 (Revised), 2018/19 (Original)**
  1. To receive and discuss the 3<sup>rd</sup> copy of the draft Estimates as prepared by the RFO
  2. To make a recommendation to Full Council on the Precept Level required for 2018-19, to be levied on Wealden District Council.

3. Consultation Paper: The Provisional 2018-19 local government finance settlement.

**9. HERSTMONCEUX GRANTS SCHEME**

1. To receive reports from Councillors Bradshaw and Stewart on the revamping of the Herstmonceux Grant Scheme (to be received).
2. To discuss and formulate a revised Grants Scheme to replace the existing Scheme and submit to Full Council

**10. POLICY REVIEW: EMAIL & INTERNET POLICY**

1. To receive from the Clerk a copy of the proposed Email and Internet Policy.
2. To discuss and recommend adoption of the Policy to Full Council

**11. MEMBERS ALLOWANCES SCHEME 2018-19**

1. To receive the Report of the Wealden Parish Remuneration Panel on Town and Parish Councillor Allowances for 2018-19.
2. To discuss and recommend Members Allowances to be paid for Herstmonceux Parish Council in 2018-19.

**12. GENERAL DATA PROTECTION REGULATIONS (GDPR)**

1. Clerk Update – Latest NALC Legal Briefing
2. GDPR training – 01 February 2018

**13. RECIPROCAL AGREEMENT – AERIAL TREE CUTTING.**

To receive via the Clerk an invitation to join Battle Town Council in a reciprocal agreement for aerial tree cutting

**14. STREET LIGHTING MAINTENANCE AGREEMENT with EAST SUSSEX COUNTY COUNCIL**

1. To receive and recommend a copy of the Street Lighting Maintenance Agreement with East Sussex County Council for 2018-19.
2. Fixed Rate Agreement:  
£25/unit – 5 or 6m columns  
£33/unit – 8 or 10m columns  
£17/unit – Feeder Pillars
3. Recommendation to Full Council

**15. INTERNAL CONTROLS – REGISTRATION OF HPC ITEMS**

To discuss and recommend to Full Council that Internal Controls should be extended to signatures for Staff & Members to include the authorisation, receipt and return of HPC items such as:

1. Keys to Parish Office
2. Keys to Safe

[www.herstmonceuxparish.org](http://www.herstmonceuxparish.org)

Clerk: [clerk@herstmonceuxparish.org.uk](mailto:clerk@herstmonceuxparish.org.uk)  
Finance Officer: [finance@herstmonceuxparish.org.uk](mailto:finance@herstmonceuxparish.org.uk)

3. BarclayCard
4. Equipment – Computer, etc., with serial numbers
16. **DATE OF NEXT MEETING – Tuesday 6<sup>th</sup> February 2018**  
The meeting will be held in the meeting room of **Herstmonceux Village Information Centre**.
17. **ITEMS FOR AGENDA**
  1. **POLICY REVIEW**  
Data Protection Policy template and/or Policy (If training completed).
18. **CLOSE OF MEETING**