

## **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> APRIL 2018, 7.30 p.m.  
Small Hall, Herstmonceux Village Hall**

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

**Signed:** *CJ Harrison*

**Date: 29th March 2018**

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Committee Members Councillors: Jo Angear; Mick Goodsell; Heather Kenward; Stephen Nash; Ian Stewart;

### **AGENDA:**

- 1. APOLOGIES FOR ABSENCE**
- 2. ELECTION OF F&GP CHAIR**
- 3. DECLARATIONS OF MEMBERS' INTERESTS**
- 4. DISPENSATION REQUESTS**
- 5. 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.
- 6. PERSONNEL SUB-COMMITTEE REPORT**  
To receive any report(s)
- 7. CURRENT YEAR EXPENDITURE**  
Quotations received and other expenditures items requiring recommendation to Full Council for work in the current year, including:
  - i Clerks additional hours claim
  - ii RFO additional hours claim
  - iii Any outstanding payments to the Clerk to the NHP
  - iv Webmaster 3 monthly ICT support hours
  - v Windmill Hill Defibrillator
- 8. BANK SIGNATORIES**
- 9. INSURANCE RENEWALS**
- 10. GENERAL DATA PROTECTION**  
To receive any further verbal updates on Data Protection, as far as it impacts on the Parish Council.

- i Discuss role of Data Protection Officer (DPO) and AGREE recommendation for Full Council for HPC DPO engagement, or not.
- ii AGREE email and cloud storage option package for HPC, as per Uniserve report for recommendation to Full Council

**11. FUTURE WEBSITE AND ICT SUPPORT**

Correspondence received from current webmaster

**12. PUBLIC CONVENIENCES**

- i To receive any updates as to the Licence from Wealden District Council
- ii To receive any updates on the 'Schedule of Works' report being prepared by Angears Builders.

**13. STREET LIGHTING**

- i Receive any updates on the Street Lighting in Hailsham Road Herstmonceux.

**14. VILLAGE HALL ACCESS ROAD – BOX-JUNCTION MARKINGS**

To receive any further update in respect of the receipt of quotation for the proposed 'No Parking' and 'Box-junctions'.

**15. GOVERNANCE AND ACCOUNTABILITY FOR SMALLER AUTHORITIES IN ENGLAND – A PRACTITIONERS' GUIDE TO PROPER PRACTICES – MARCH 2018**

To acknowledge new guide

**16. RECEIVED CORRESPONDENCE**

- i Guidance on marking the death of the Sovereign or a Senior Member of the Royal Family – to discuss and agree possibility of purchase of condolence book
- ii New photocopier update

**17. RESPONSIBLE FINANCE OFFICER HANDOVER**

To discuss any hours and further requirements for handover to the new RFO by retiring RFO

**18. ITEMS FOR NEXT AGENDA**

**19. CLOSE OF MEETING**

**DATE OF NEXT MEETING – Tuesday 1<sup>ST</sup> MAY 2018**

Herstmonceux Village Information Centre.