

FRAMFIELD PARISH COUNCIL

Also acting as Trustees to the

FRAMFIELD MEMORIAL HALL AND, RECREATION GROUND TRUST.

CHARITY REGISTRATION NO: 305228

and BLACKBOYS VILLAGE HALL, RECREATION GROUND AND ALLOTMENTS TRUST

INCORPORATING PALEHOUSE COMMON RECREATION GROUND

CHARITY REGISTRATION NO: 305225

Councillors Friend, Groves, Mordaunt, Naylor and Newton.
Mrs Jan Riddle (Responsible Financial Officer).

Elements of this agenda on staffing matters will need to be held in exempt session.

I hereby give notice of a Finance & General Purposes Committee Meeting to be held on Tuesday, 7 June 2011, at the Memorial Hall, Framfield, on the rising of the Planning Committee (say 7.30 pm).

AGENDA

- 1. Apologies for Absence**
- 2. Election of a Chairman and Vice Chairman**
- 3. Declarations of Interest**
- 4. Minutes of the Last Meeting for Approval (12 January 2011)**
- 5. Matters Arising**
 - Website – implementation/income.**
 - Parish Magazine – adverts/income.**
 - Bank Mandates/BACS payment of salaries.**
- 6. Freedom of Information Publication – website.**
- 7. Data Protection Act.**
- 8. Standing Orders.**
- 9. Risk Assessment.**
- 10. Sale of the Gangmowers**
- 11. Review of the National Savings Account**
- 12. Clerk's Gratuity Fund**
- 13. Approval of the end of year accounts 2010/11.**
- 14. Cross-checking of record books.**
- 15. Additional Codes/'Pavilion' accounts.**

16. Donations.

Trusts

General

17. Staff – update on contracts etc. Proposal to regularise the position of Caretaker in both Halls.

18. The VAT position and Gift Aid.

19. Charity Commission – Internal Financial Controls.

Blackboys

20. Review of the Charity Dividends.

21. Blackboys Pavilion – Commission Architect's drawing.

22. Approval of the year end accounts for the Blackboys Trust.

Framfield

23. Signatories.

24. Approval of the year end accounts for the Framfield Trust.

25. Emergency works to Hall.

26. Any Other Business at the Discretion of the Chair.

27. Next Committee Meeting.



ANN NEWTON/02 June 2011
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