

# 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 Goggin, Brandon, Friend, Naylor and Newton.**

*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, Thursday, 27 October 2016 at the Village Hall,  
Blackboys, at 7pm.**

***At the Chairman's discretion, members of the Public will have the  
opportunity to address the Parish Council prior to the commencement of  
the meeting at 7.30 pm for a maximum of 5 minutes.***

## **AGENDA**

### **1. Apologies for Absence**

### **2. Declarations of Interest**

### **3. Election of a Chairman and Vice Chairman**

### **4. Matters for Discussion**

#### General Administration

- Terms of Reference for the Committee – consideration of any revisions.
- Review of the Council's Internal Audit Effectiveness – refer to IA report attached.
- Review of the Asset Register – RFO.
- Review of Standing Orders – copy attached pursuant to item 3l.
- Review of the Freedom of Information Act Publication document – attached.
- Policies for discussion and revision.
- Correspondence – resolve to confirm that the Parish Council and Clerk should have no further dialogue with the public over matters relating to the opposition to the mast.

#### Finance

- Review of the budget – please compare the sheet for the end of year (31 March 2016) with the current one (30 September 2016) – both attached.
- Resolve to remove reserve funds into the deposit account – recommendation from the RFO.
- Earmarking of Reserves from the figure given by the RFO.
- Cross-checking of payments.

#### Staffing

- Proposal to increase the Clerk's salary as recommended by NALC/SLCC – see attached exempt report.
- Proposal to include the RFO on the NALC salary scale including an increase in salary – see attached exempt report.

## **5. Trusts**

### General Matters arising

- Review of the rents for both the Village Hall, Blackboys, and Memorial Hall, Framfield.
- Fire Assessments – both Halls.
- Checklist for Hall staff.

## **6. Councillors' Questions.**

## **7. Date of the next Committee Meeting.**



ANN NEWTON/20 October 2016

Parish Clerk (01825) 890182. ([framfieldpc@gmail.com](mailto:framfieldpc@gmail.com))