



WALBERTON PARISH COUNCIL INCLUDING FONTWELL AND BINSTED

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To all members of the Finance & Legal Committee – You are summoned to attend a meeting of the Finance & Legal Committee in The Pavilion at 7.15pm on Tuesday 9 January 2024 for the purpose of transacting the business set out below.

Signed: C Stevens - Clerk

Date: 4 January 2024

AGENDA

1. Record of attendance and apologies

2. Declarations of interest in items on the agenda

Members are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on the agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent. Members and officers should make their declaration by stating:

- a. the item they have the interest in
- b. whether it is a pecuniary, personal and/or prejudicial interest
- c. the nature of the interest
- d. if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question Time.

3. Confirmation of minutes

To confirm the minutes of the Finance & Legal Committee meeting of 3 October 2023.

4. Matters arising

5. Finances

- a. Public Sector Deposit Fund - To note account position.
- b. Reserves - To note the current specific reserves position and commitments.
- c. Accounts: -
To note the bank statement as of 31 December 2023.
To note current accounts as per current accounts workbooks.
To note the current account plus PSDF less the total amount in Reserves.
- d. VAT - To note the VAT refund for the end of the second quarter of 2023/2024.

6. Budget

- a. To review the budget at the end of the third quarter 2023/2024.
- b. To agree the budget and set the precept for 2024/2025 ready for approval by Full Council

7. Legal matters

Legal compliance.

Cllr McAuliffe

8. Fontwell Meadows Community Building

To receive an update.

9. Avisford Grange Tennis Courts transfer

To receive an update.

10. Policies/Business plan

To adopt Lone Worker Policy.

11. Data Protection/GDPR

12. Staff matters

- a. To approve the backdated pay scale for 2023/2024
- b. To consider staff pension

13. Correspondence

14. Quotes and payments

To consider any quotes and approve payments retrospectively.

15. Any other business

16. Date of next meeting

To agree the date of the next meeting on Tuesday 16 April 2024.