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| Logo  Description automatically generated with low confidence | **WALBERTON PARISH COUNCIL**  **INCLUDING FONTWELL AND BINSTED**  Parish Council Office, The Pavilion, The Street,  Walberton, Arundel, West Sussex, BN18 0PJ  Tel: 01243 554528  email:clerk@walberton-pc.gov.uk  www.walberton-pc.gov.uk |

**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 18 July 2023 for the purpose of transacting the business set out below.**

Signed: Date: 13 July 2023

A. Peppler. Parish Clerk.

**AGENDA**

**1. Record of attendance and apologies**

**2. Election of Chair and Vice Chair**

**3. 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.

**4. Confirmation of minutes**

To confirm the minutes of the Finance & Legal Committee meeting of 25 April 2023.

**5. Matters arising**

**6. Finances**

1. Public Sector Deposit Fund

To note account position.

2. Reserves.

To note the current specific reserves position and commitments.

3. Accounts:-

1. To note the bank statement as at 30 June 2023.

2. To note current accounts as per current accounts workbooks.

3. To note the current account plus PSDF less the total amount in Reserves.

4. VAT

To note the VAT refund for the end of the fourth quarter of 2022 / 2023 of £597.53.

**7. Budget**

To review the budget at the end of the first quarter 2023/2024.

**8. Annual audit**

**9. Legal matters**

Legal compliance. Cllr McAuliffe

**10. Fontwell Meadows Community Building**

To receive an update.

**11. Avisford Grange Tennis Courts transfer**

To receive an update.

**12. Policies / Business plan**

**13. Data Protection / GDPR**

**14. Staff matters**

**15. Correspondence**

**16. Quotes and payments**

To consider any quotes and payments.

**17. Any other business**

**18. Date of next meeting**

To agree the date of the next meeting.