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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 3 October 2023 for the purpose of transacting the business set out below.**

Signed: Date:  26 September 2023

C.Stevens - Parish Clerk.

**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:

the item they have the interest in

whether it is a pecuniary, personal and/or prejudicial interest

the nature of the interest

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 18 July 2023.

**4. Arun West Community Wardens – Sean Harvey**

**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: -

To note the bank statement as of 30 September 2023.

To note current accounts as per current accounts workbooks.

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

1. VAT - To note the VAT refund for the end of the first quarter of 2023/2024.

**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. Cycle path**

Referred from Full Council.

**14. Data Protection / GDPR**

**15. Staff matters**

**16. Correspondence**

**17. Quotes and payments**

To consider any quotes and payments.

**18. Any other business**

**19. Date of next meeting**

To agree the date of the next meeting on Tuesday 9th January 2024.