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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 0PJTel: 01243 554528email:clerk@walberton-pc.gov.ukwww.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 7.00pm on Tuesday 11 October 2022 for the purpose of transacting the business set out below.**

Signed: Date: 6 October 2022

A. Peppler. Parish Clerk.

**AGENDA**

**1. Record of attendance and apologies**

**2. Committee membership**

To note the resignation of Cllr Skillicorn and the appointment of Cllr McElvogue.

**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 7 July 2022.

**5.** **Update on items agreed at last meeting**

**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 30 June 2022.

 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 first quarter of 2022/23 of £3100.54

**7. Meeting frequency**

To consider frequency of meetings,

**8. Budget**

 1. To review the budget at the end of the second quarter 2022/2023.

 2. To agree date to consider budget for 2023/24.

**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**

 To review the below policies:

* + - Complaints Policy
		- Training and Development Policy
		- Publication Scheme

**13. Data Protection**

To receive an update.

**14. Staff matters**

To consider employing a temporary person on a fixed term contract until January next year to assist councillors and Clerk with workload (referred from Full Council)

**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.