



## **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 30<sup>th</sup> July 2024 for the purpose of transacting the business set out below.**

Signed:  
Andy Vawer on behalf of the Parish Clerk.

Date: 25th July 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 16 April 2024.

**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:
  - a. To note the bank statement as of 30 June 2024.
  - b. To note current accounts as per current accounts workbooks.
  - c. To note the current account plus PSDF less the total amount in Reserves.
  - d. To note the changes to bank fees on the current account from August 2024 and consider review
- d. VAT - To note the VAT refund for the end of the fourth quarter of 2023/2024.

**6. Budget**

To review the budget at the end of the first quarter of 2024/2025.

**7. GDPR**

Review data held.

**8. Annual audit**

**9. Accounting software**

**10. Legal matters**

Legal compliance

**11. Fontwell Meadows Community Building**

To receive an update.

**12. Avisford Grange Tennis Courts**

To receive an update.

**13. Policies**

To review and update:

- a. Investment policy
- b. Reserve policy
- c. Grant Award policy

**14. Cycle path**

**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.