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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 7th January 2025 for the purpose of transacting the business set out below.**

Signed: Date: 2 January 2025

S Turner, 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:

1. the item they have the interest in
2. whether it is a pecuniary, personal and/or prejudicial interest
3. the nature of the interest
4. if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question Time.
5. **Confirmation of minutes**

To confirm the minutes of the Finance & Legal Committee meeting of 12 November 2024.

1. **Matters arising**
2. **Finances**
3. Public Sector Deposit Fund - To note account position
4. Reserves - To note the current specific reserves position and commitments.
5. Accounts: -

To note the bank statement as of 31 December 2024.

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 any VAT refunds due.
2. **Budget**

To approve the budget for presentation to Full Council

1. **Legal matters**

Legal compliance.

1. **Fontwell Meadows Community Building**

To receive an update.

1. **Avisford Grange Tennis Courts**

To receive an update.

1. **Policies/Business plan**

To consider any policies requiring review

1. **Cycle path**
2. **Cleaning contracts**
3. **Staff matters**

Contracts

1. **Correspondence**
2. **Quotes and payments**

To consider any quotes and payments.

1. **Any other business**
2. **Date of next meeting**

To confirm the date of the next meeting as 15 April 2025