



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 12 November 2024 for the purpose of transacting the business set out below.

Signed:

Date: 7 November 2024

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:

- 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 and complete change of correspondent form.
- b. Reserves - To note the current specific reserves position and commitments.
- c. Accounts: -
 - To note the bank statement as of 31 October 2024.
 - To note current accounts as per current accounts workbooks.
 - To note the current account plus PSDF less the total amount in Reserves.
- d. VAT - To note any VAT refunds due.

6. Budget

- a. To review current expenditure vs budget
- b. To arrange a date for considering the 2025/2026 budget.

7. Annual audit

To note the External Auditor's report

8. Legal matters

Legal compliance.

9. Fontwell Meadows Community Building

To receive an update.

10. Avisford Grange Tennis Courts

To receive an update.

11. Policies/Business plan

To consider any policies requiring review

12. Cycle path

13. To consider Section 137 Grant Applications

14. Staff matters

15. Correspondence

16. Quotes and payments

- a. To consider any quotes and payments.
- b. To consider a ledger of pre-authorised payments

17. Any other business

18. Date of next meeting

To agree the date of the next meeting