



Hurstpierpoint & Sayers Common Parish Council
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Village Centre
Trinity Road
Hurstpierpoint
West Sussex BN6 9UY

Dear Councillor,

Committee Members are summoned to attend the **Meeting** of the **Finance, Governance & Estates Committee** to be held on **Thursday 16 January 2025 at 7.30pm** at Hurstpierpoint Village Centre. Members of the public have a right to and are invited to attend the meeting.

Sarah Groom, Clerk to the Council & Responsible Finance Officer

Friday 10 January 2025

Committee Membership: Cllr David Evans, Cllr Rodney Jackson, Cllr Malcolm Llewellyn, Cllr Claire Majsai, Cllr Duncan Ranger (Chair), Cllr Julia Shorrocks and Cllr Annette Street.

AGENDA

1. **Apologies for absence:** To receive and accept apologies for absence.
2. **Declarations of interest:** To note any declarations of interest.
3. **Minutes of the previous meeting of the Finance, Governance & Estates Committee:** To receive and adopt the minutes of the 5 December 2024 Finance, Governance & Estates Committee meeting.
4. **Adjournment for questions from the public:** To consider adjourning the meeting in accordance with Standing Orders, to receive questions from members of the public.
5. **Parish Council Financial Monitoring for Month 9 (December 2024):** To note:
 - 5.1 Payments of £40,344.80 (EX VAT). This includes salaries pay award backdated to 1 April 2024.
 - 5.2 Receipts of £95,158.34 (VAT N/A). This includes £80,000 transfer from the Unity Trust Savings Account.
 - 5.3 Bank Reconciliations.
 - 5.4 Balance Sheet.
 - 5.5 Income and Expenditure.
 - 5.6 Nominal Ledger.
 - 5.7 VAT Return Q4.
 - 5.8 The funds held in CCLA shares on 31 December 2024 of £110,132.82.
 - 5.9 Deposits and investments accounts held on 31 December 2024:

Financial Institution	Account Type	Maturity Date
Unity Trust	Current Account	N/A
Unity Trust	Savings Account	N/A
Nationwide	95 Day Savings Account	95 Days notice
Cambridge & Counties BS	1 Year Fixed Term Bond	24/06/2025
Cambridge & Counties BS	1 Year Fixed Term Bond	27/11/2025
United Trust Bank	1 Year Fixed Term	19/12/2025
Redwood Bank	1 Year Fixed Term	01/03/2025

6. **Village Centre Financial Monitoring for Month 9 (December 2024):** To note:
 - 6.1 Payments of £3,142.49 (VAT N/A).
 - 6.2 Receipts of £8,950.39 (VAT N/A). This includes a £5,000 transfer from the CAF Savings Account.
 - 6.3 Bank Reconciliations.
 - 6.4 Balance Sheet.
 - 6.5 Income and Expenditure.

7. **Parish Action Plan:** To review the items for the Committee on the Parish Action Plans for 2024/2025 and prepare items for 2025/26 Action Plans.
8. **Estates & Facilities Update:** To receive and note an update report on Estates & Facilities Management.
9. **Hurst Meadows Working Group:** To note the December 2024 and January 2025 minutes of the Hurst Meadows Working Group.
10. **New Paths in Hurst Meadows:** To consider a briefing note seeking the appointment of a contractor to install new paths at the Buckwilly/Bellows Nose entry point and at the St George's Lane/Fifteen Acre entry point.
11. **Dog Waste Collection:** To consider a briefing note concerning the arrangements for dog bin waste collection from February 2025.
12. **South Avenue Drainage Project:** To consider a briefing note seeking the appointment of a contractor to carry out the drainage works in South Avenue.
13. **Community Allotment Plot:** To consider a briefing note setting out proposals for a community plot at the Albourne Road Allotments.
14. **To note any further information items, correspondence received or requests.**

Protocol for filming and recording at public meetings: The Council has a protocol for public filming, recording and photography at its meetings, which is available on the Council's website or on request at the Parish Office.
