

HEATHFIELD AND WALDRON PARISH COUNCIL

TO: Chairman and Members of the
Finance & General Purposes Committee

92 HIGH STREET
HEATHFIELD
EAST SUSSEX
TN21 8JD
Tel 01435 865700

26 May 2009

PLEASE NOTE THE TIME OF THIS MEETING

Dear Sir/Madam

Your attendance is requested at a meeting of the FINANCE AND GENERAL PURPOSES COMMITTEE to be held in the Ian Price Room, Heathfield Community Centre, Sheepsetting Lane, Heathfield on **MONDAY 1 JUNE 2009 at 8.00 p.m (following Burial Committee at 7.30 pm).**

Yours faithfully

Mrs D M Francis
Clerk to the Council

A G E N D A

1. Appointment of Chairman and Vice-Chairman – nominations to be taken at the meeting
2. Apologies for absence
3. Disclosure of personal interests in any matter on the Agenda, in accordance with paragraph 9 of the Code of Conduct.
4. To receive and sign Minutes of the Meeting held on 17 March 2009 (previously circulated)
5. Matters Arising
6. To consider financial reports:-

Budgetary Control and Statement of Reserves as at 31 March 2009 (copies attached)

7. To consider requests for grant applications – copies attached

Heathfield and Waldron Rotary Club	£500.00 (copy attached)
Weald Division Guides	Amount unspecified
Victim Support Sussex	£100.00 (copy attached)
Cuckmere Flood Forum	£25.00 (copy attached)
East Sussex Association for the Blind	£480.00 (copy attached)
Le Marché	£500.00 (copy attached)
8. Internal Audit – report on end of year visit attached
9. Annual Audit 2008/2009 financial year – draft annual return attached
10. Update on Parish Council’s Investments
11. Update from Heathfield Partnership (copy attached)
12. Chairman’s ribbon – to consider addition of past Chairmen’s inscribed bars
13. Flower baskets – to agree future maintenance of new basket in Station Approach
14. To confirm authorised signatories for cheques
15. Office Matters – verbal report
 - telephone system to approve new maintenance agreement with PABX Solutions to start in January 2010 at a cost of £120 per year.
 - office signwriting – report attached
16. Crime & Disorder Act 1998 Section 17 – to consider effects (if any) arising from items on the Agenda.
17. Matters raised by Members previously notified

None received
18. Date, Time and Place of Next Meeting **Tuesday 29 September 2009** at 7.30 p.m., in the Ian Price Room, Heathfield Community Centre, Sheepsetting Lane, Heathfield.
19. Exclusion of public and press - to resolve that the public and press be excluded from the meeting during discussion of item 20 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
20. Staffing Matters – report to follow