



Horndean Parish Council

NOTICE OF MEETING

**A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
WILL BE HELD ON MONDAY 03 SEPTEMBER 2018 AT JUBILEE HALL AT
7.30 P.M.**

Members of the Committee Cllr D Alexander (Chairman), Cllr Mrs L Evans, Cllr M Burridge, Cllr A Forbes, are summoned to attend.

Carla Baverstock-Jones GCILEx, PSLCC, MCMI
Chief Officer

28 August 2018

AGENDA

1. To receive apologies for absence.
2. To receive any Declarations of Interest.
3. To elect a Vice Chairman to the Finance and General Purposes Committee.
4. To open the meeting to members of the public to enable them to address questions to Parish Councillors. *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.*
5. To approve the Minutes of the Finance and General Purposes Committee meeting held on the 17 May 2018.
6. To receive and consider the quarterly Management Accounts for the period ending 30 June 2018.
7. To consider the future expenditure in respect of the LEOH development and the creation of an Earmarked Reserve.
8. To receive and consider the draft Data Breach Policy, being a mandatory requirement within the Standing Orders
9. To receive and consider the draft Data Retention Policy, being a mandatory requirement within the Standing Orders.
10. To receive and consider the funds received in respect of the following:
 - Maintenance of land at Wagtail Close - £4,000
 - Community Infrastructure Levy (Neighbourhood Portion) - £7,567.47

11. To review and discuss the timetable and key milestones for the 2019/20 budget process.
12. To receive and consider the applications in respect of the following Grants:
 - Neighbourhood Watch - £32.00
 - Horndean Technology College Lunch Club - £350.00
 - 1st Horndean Scout group - £900.
12. **To resolve to exclude the public and the press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted. (Public Bodies (Admissions to meetings) Act 1960).**13.
13. To receive a report and consider the expiry of the fixed term employment contract in respect of a staff member.