

WORTH

Parish Council

Chief Officer to the Council:
Mrs Leanne Bannister

Council Offices

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To: Members of the Finance & General Purposes Committee

25th February 2025

Notice of Meeting

You are summoned to the **Finance & General Purposes Committee** meeting of Worth Parish Council to be held on **Monday 3rd March 2025 at 7.30pm** in the Oak Room of the Haven, Crawley Down when the following business will be considered and transacted.

Mrs L Bannister
CHIEF OFFICER

AGENDA

1. **Public Question Time** - to receive, and act upon if considered necessary, comments made by members of the public. This item will last for a maximum of 15 minutes with individual contribution up to a maximum of 3 minutes.

Members of the public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement, and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.

Members of the public will only be allowed to speak at any other time during the meeting at the discretion of the Chairman, and will be governed by the rules set out in the Council's Standing Orders at all times.

2. **Apologies** – to **receive** and **approve** apologies for absence.
3. **Declarations of Disclosable Pecuniary and Other Interests** – to **receive** any declarations of interest from Councillors.
4. **Minutes** – to **approve** the Minutes of the Finance & General Purposes Committee meeting held on Monday 3rd March 2025 (attached).
5. **Chairman's Announcements** – to **receive** any announcements by the Chairman of the Finance & General Purposes Committee.
6. **Correspondence list** – to **note** correspondence received since the last meeting.
7. **Accounts & Financial Matters** – to **consider** the following matters:
 - a. To **resolve** to receive and approve expenditure/income lists and reports on the current financial situation (attached).
 - b. To **confirm** that bank reconciliations to 28th February have been completed.
 - c. To **agree** to transfer £3,250 into an earmarked reserve for the Crawley Down Play Area. This was agreed to pay to Squires but has not yet been instructed.
 - d. To **approve** the estimate by Squires for preparing the Neighbourhood Plan surveys of £1,156 plus VAT (£578 per village). This will either be paid by the earmarked reserve

for Neighbourhood Plans, or the grant if any is remaining at the end of the financial year.

- e. To **approve** the annual cost of £396 plus VAT for an additional subscription to the RBS (accounts package).
- f. To **consider** the following grant applications (note that there is £897 remaining in the budget):
 - 4Sight Vision Support - £520
 - Air Ambulance Charity Kent Surrey Sussex - £500

8. **Donation to the Haven** – Members should note that this item is separate from the above grant applications because the intention is to pay it from the Crawley Down Working Party budget, of which there is £3,868 remaining.

To **consider** the request for making a donation of £5,000 to the Haven; £3,000 in this financial year, and £2,000 in the next financial year.

9. **Operation Watershed** – see attached report:

- a. To **consider** applying for Operation Watershed funding to alleviate flooding at King George V Playing Field and Sandy Lane; and
- b. To **approve** the tender process

10. **Section 106 Monies** - to **receive** an update on the status of current agreements (attached). These reports are unchanged from the previous month, but Members should note that an extension to the Copthorne Recreation Ground MUGA funding has been requested as the approval has a 12-month deadline.

11. **Projects** – to **receive** updates on the following projects (attached):

- CCTV
- Copthorne Recreation Ground

12. **Policy** – to **consider** the following policies, and **recommend to Council** that these are approved (attached):

- a. CCTV Policy – new
- b. General Privacy Notice – amended
- c. GDPR Subject Access Request Policy – amended
- d. GDPR Breach Notification Policy – amended

13. **South Room Rent Review** – to **consider** the offer for the rent review for the South Room (confidential report attached)

14. **Matters for Consideration submitted by the Village Working Parties, or by the Co-Ordination Group** - to note activities to date, and to receive any recommendations.

15. **Consideration of items for discussion by the Village Working Parties, or by the Co-Ordination Group** – to consider and agree items to pass to the two Village Working Parties, or to the Co-Ordination Group for discussion at their meetings, these to be put on a future Council/Committee agenda if necessary.

16. **Date of the next meeting**: To be confirmed.

ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS