

**PULBOROUGH PARISH COUNCIL**  
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**MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING**

**HELD ON THURSDAY 10<sup>th</sup> July 2008 AT THE SPORTS PAVILION**

**PRESENT:** Cllr Kiverstein (Chairman), Cllrs. Mrs Barnett, Mrs Black, Mrs Botting, Ellis, Jolliffe, Qusted and Mrs Roberts.

**IN ATTENDANCE:** Lesley Hoff (Clerk) and one member of the public.

***The meeting opened at 7.31pm***

**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence as all members of the Committee were present.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest

**3. MINUTES**

The Committee then RESOLVED to agree and approve the Minutes of the Meeting held on 10<sup>th</sup> April 2008 and 29<sup>th</sup> April 2008 as a true and accurate record of the proceedings and the Chairman signed them.

**4. THE CLERK'S REPORT**

The Clerk reported that letters had been sent to all contractors used by the Parish Council, requesting copies of their Public Liability Insurance and Health and Safety procedures. A few replies with copies of documents had been received to date.

**5. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no members of the public who had given notice of wishing to speak.

**6. NEW LETTERHEAD**

A copy of the proposed new letterhead, as produced by the Communications Team had previously been copied to Councillors. Members were impressed but asked whether a coloured version was an option. It was AGREED that the local firm, Eyelevel Design should be asked to submit three similar options in time for the next meeting of the Committee on 11<sup>th</sup> September 2008.

**7. ARD QUOTATION**

The Committee received a quotation from ARD for the removal of the Rocking Rocket from the Recreation Ground play area. Following a brief discussion, it was AGREED that another quotation was required. The Clerk was instructed to enquire of HDC which contractor it uses.

**8. ADVERTISING FOR A NEW GROUNDSMAN**

Members discussed the need to replace the Groundsman who was due to retire on 30<sup>th</sup> September 2008. As a local person was required, it was AGREED to advertise initially on the Parish Council noticeboard.

It was RESOLVED a meeting concerning staff issues should be held directly after the full Council meeting on 17<sup>th</sup> July 2008. Due to the sensitive nature of the meeting, the public and press would be excluded.

**9. CORRESPONDENCE**

The Correspondence is attached to these Minutes as Appendix 1.

**10. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA**

Cllr Mrs Roberts asked that the WSCC Street Lighting contract be discussed at the next meeting on 11<sup>th</sup> September 2008, as she was concerned that attractive, Victorian-style lampposts would be removed without the Parish Council's consent.

**89. PAYMENTS**

RESOLVED: that the following payments be made and cheques drawn:

P Day	£36.95
DJ Flynn Service	£907.10
DJ Flynn Services	£670.33
EDF Energy	£197.84
Pulborough Social Centre	£60.95
Pulborough Social Centre	£462.50

***The meeting closed at 8.20pm***

.....CHAIRMAN

.....DATE

*CORRESPONDENCE*

*10th July 2008*

**1. Southern Water**

Members received an invitation to the Public Exhibition of the Hardham Tidal River Abstraction Scheme at Sandham Memorial Village Hall, Coldwaltham on Wednesday 16<sup>th</sup> July 2008 between 2.30pm and 8.30pm.