

# FRAMFIELD PARISH COUNCIL

Also acting as Trustees to the

FRAMFIELD MEMORIAL HALL AND, RECREATION GROUND TRUST.

CHARITY REGISTRATION NO: 305228

and BLACKBOYS VILLAGE HALL, RECREATION GROUND AND ALLOTMENTS TRUST

INCORPORATING PALEHOUSE COMMON RECREATION GROUND

CHARITY REGISTRATION NO: 305225

**Councillors Friend, Groves, Naylor and Newton.**  
**Mrs Jan Riddle (Responsible Financial Officer).**

*Elements of this agenda on staffing matters will need to be held in exempt session.*

**I hereby give notice of a Finance & General Purposes Committee Meeting  
to be held on Wednesday, 9 May 2012, at the Memorial Hall,  
Framfield, at 7.30 pm.**

## AGENDA

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. Minutes of the Last Meeting for Approval (23 November 2011)**
- 4. Matters Arising**

FGP 016	Parish Magazine accounts. RFO requested to set up formal accounts.	RFO.
FGP 017	RFO asked to set up a monthly limit of £2,000 on the BACS facility.	RFO.
FGP 018	Meeting at Barclays Bank to 'rationalise' the bank accounts – Maria Naylor, Clerk and RFO.	MN/RFO/CLERK.
FGP 019	H&S Policy – Clerk asked to draw this up.	CLERK.
FGP 020	Gratuity – figures to be rewritten.	CLERK/RFO.
FGP 021	Pension arrangements – Clerk. Issue to be investigated.	MN/CLERK/RFO.
FGP 022	Item for discussion at the Annual Parish Assembly.	MN/CLERK.
FGP 026	Village signs – quotes to be acquired for their repair.	CLERK.
FGP 027	Guidepost repairs – agreed that little funds were available. Suggestion for discussion at Annual Parish Assembly.	CLERK.
FGP 028	RFO – to ascertain if the workload was being managed.	MN.

## **5. Year End Accounts - PC – 2011/12.**

## **6. Cross-checking of record books.**

## **7. Trusts - General**

- Matters arising**

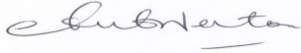
FGP 023	Gift Aid RFO to apply for both Trusts.	RFO.
FGP 024	Net amount from earmarked £1,000 to be transferred across to each refurbishment account.	RFO.
FGP 025	Framfield Allotments – RFO to calculate what had to be passed over to new account.	RFO.

- **Year End Accounts – Blackboys Trust, Framfield Trust, Framfield Allotments.**

**8. Any Other Business at the Discretion of the Chair.**

- Donations

**9. Next Committee Meeting.**



ANN NEWTON/02 May 2012  
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