

18 May 2004

Dear Councillor (and Parishioners for information)

FINANCE AND GENERAL PURPOSES COMMITTEE

YOU ARE HEREBY SUMMONED to attend a Meeting of the above Committee to be held on **Monday 24 May 2004** in the **Roger Montgomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, **commencing at 6.30 pm.**

There will be a **Public Question Time prior to the commencement of the Meeting**, when Members of the Public may question the Committee. It is hoped that immediate answers can be given. If this is not possible, the answers will be sent direct to the questioner.

Yours sincerely

Clerk of the Council

To: All Members of the Finance and General Purposes Committee and other Members for information

A G E N D A

1. Apologies for Absence
2. Declarations of Interest by Members

(Members are reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on the Agenda. Notice should be given at this part of the Meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent)

3. To approve the Minutes of the Meeting held on 26 April 2004
(Copy attached)
4. To consider further such matters as arise from the Minutes
5. To consider the payment of Accounts
(Copy of Clerk's Report to follow for Members)

6. Internal Audit:-
 - (a) To consider a letter received from Mr R Martin, R & J Accountancy and Administration
(Copy attached for Members)
 - (b) Appointment of Internal Auditor - To review the contract with the Council's Internal Auditor, R & J Accountancy and Administration – Clerk to report
7. Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that because of the confidential nature of the business to be transacted, the Public and the Press leave the Meeting during consideration of Agenda Items 8, 9 & 10
8. Penfold Lane - Right of Way/Public Footpath – Progress Report
9. 36 Woodlands Avenue, Rustington – Clerk to report
10. 38 Woodlands Avenue, Rustington – Clerk to report
11. Urgent matters arising, for information only, since the preparation of this Agenda