

RUSTINGTON PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES: of the Meeting held on 22 September 2008

PRESENT: Councillors G Tyler (Chairman), A Akbar, J Ceiriog-Hughes, J Collins, Mrs S Lines, D Rogers and M Warrington

60/08 COUNCILLOR D F MURPHY

The Chairman advised the Committee that the Chairman of the Council would be announcing the resignation of Councillor Murphy at the Council Meeting following the Committee Meeting.

The Committee was saddened to NOTE this information, and expressed its sincere appreciation for Councillor Murphy's sterling efforts and valuable work throughout his time as a Member of the Committee.

61/08 DECLARATIONS OF INTEREST BY MEMBERS

Councillor Tyler declared a prejudicial interest in Minute 68/08. He left the Meeting during the consideration of this item and did not take part in the discussion or vote thereon.

62/08 MINUTES

The Minutes of the Meeting held on 18 August 2008 were signed by the Chairman as a correct record.

63/08 PAYMENT OF ACCOUNTS

The Committee RECOMMENDED that the Accounts be paid and the necessary cheques be drawn. A copy of these Accounts is attached and forms part of these Minutes.

64/08 HIRING - WOODLANDS CENTRE

The Committee considered a letter received from Ms S Dempster, St Barnabas Hospices requesting that the Council waive the hiring fee in respect of the Village Memorial Hall hiring on 21 November 2008 for a Charity Event.

Following a detailed discussion, the Committee RECOMMENDED that the hiring fees should not be waived for this particular event, as this could set a precedent for other similar events in the future. The Clerk was, however, asked to contact Ms Dempster to suggest that an application be made to the Council for Grant Aid towards the cost of this event.

65/08 GRANT AID - MS J WALSH

The Committee considered a request for Grant Aid received from Ms J Walsh for financial assistance towards the costs of maintenance and living expenses whilst attending the London Academy of Music and Dramatic Art.

The Clerk said that she had, in the meantime, suggested that Ms Walsh should consider contacting other local charitable organisations such as the Littlehampton Companions, Lions or Rotary Club, who might be able to help her with some financial assistance.

Following a further discussion, the Committee RECOMMENDED that no Grant Aid be awarded, but that Ms Walsh be advised to contact the Citizens Advice Bureau, to establish what benefits she might be entitled to, and other charitable organisations which might be prepared to assist her.

66/08 VILLAGE INFORMATION CENTRE

The Chairman referred to Minute 67/07 and said that she had previously circulated the Monthly Visitor Figures for the period April 2006 to August 2008 in respect of the Village Information Centre. She advised that details of the main enquiries dealt with at the Centre had also been included with the Visitor Figures.

The Committee NOTED this information and AGREED that the Centre continued to be a professionally administered and, well-established community facility within the Village.

The Committee asked the Clerk to convey formally its congratulations and appreciation to the members of personnel at the Centre, for the excellent and effective way in which the Centre was being managed.

67/08 EXCLUSION OF THE PUBLIC AND THE PRESS

The Committee, pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, RESOLVED that the Public and the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

(Prior to consideration of the following item Councillor Tyler declared a prejudicial interest as the individual concerned was a member of his family.)

68/08 PERSONNEL REVIEWS

The Committee considered a Report from the Clerk of the Council in connection with the Annual Personal Development Reviews recently undertaken for the majority of the Council's personnel.

In her Report, the Clerk made recommendations in respect of position and salary reviews for two members of personnel, namely the re-designation of the current Administrative Assistant post in the Council Offices to that of Administrative Officer, with the incumbent member of personnel being promoted within post, and a salary increase of one Spinal Column Point for one of the Administrative Assistants at the Village Information Centre, following the successful completion of over a year in post.

The Committee RECOMMENDED that the Report from the Clerk of the Council be APPROVED.

Chairman:

Date: