



CLERK TO THE COUNCIL  
Nicola Meaney  
Felpham Parish Council  
Felpham Community Hall  
Meaden Way  
FELPHAM  
West Sussex PO22 8FA

Tel: [01243] 827470  
email: clerk@felphampc.gov.uk

---

**A MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE  
ON TUESDAY 5<sup>TH</sup> MARCH 2024 at 17:30**

To Chair: Steve Baker  
Vice Chair: Jacki Burton  
Councillors: Bob Budd, Glen Hewlett, Jane Parker, Pat Young  
Russ Marsden-Sear, Rick Parker (Ex Officio). To All Other Councillors – for information.

**AGENDA**

1. Apologies for absence
2. Declarations of Interest.
3. Questions from members of the public (for up to 15 minutes) Questions will be limited to 5 minutes per person relating to items on the agenda. Can any public questions be sent to the Clerk by post or email at your earliest convenience, ideally 7 days prior. This will allow Councillors to offer an informed response.
4. Clerk's Report.
5. Correspondence.
6. Reports for the Community Hall – *attached*.
7. Financial Accounts of the Council for: February 2024 – *attached*.
8. To Agree Donation of Unused Councillor Allowances
9. To agree a date for a committee inspection of St. Michael's Island
10. 5<sup>th</sup> Year Report on the Performance of the Solar Panels
11. To adopt NALC Green Book updated Felpham Parish Council staff contracts as issued 2024
12. Matters of Urgent Public Importance (with the prior consent of the Chairman).

Date of next meeting: Tuesday 2<sup>nd</sup> April 2024 5.30pm

Date: 27<sup>th</sup> February 2024

Nicola Meaney - Clerk to the Council

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND ALL COUNCIL AND  
COMMITTEE MEETINGS**

(Some items may be closed to public due to its confidential and contractual sensitivity. Public Bodies (Admission to Meetings) Act 1960 and Local Govt Act 1972 ss 100 & 102). The Parish Council may photograph, film, record or broadcast meetings and can retain, use or dispose of such material in accordance with its retention and disposal policies (Openness of Local Government Regulations 2014).