



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

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

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**A MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE FELPHAM COMMUNITY HALL,  
FELPHAM ON MONDAY 21<sup>st</sup> MAY 2018 at 7.00 p.m.**

**To Councillors:** P English, Ms H Flynn, Mrs Kissell, G Matthews, G Hewlett, A Burrows  
Ms L Jones, D Smart, Mrs G Moss & M Copeland.

**To All Other Councillors** – for information.

**AGENDA**

1. Apologies for absence.
2. Election of Chairman of the Committee for 2018/19.
3. Election of Vice-Chairman of the Committee for 2018/19.
4. Declarations of Interest.
5. Questions from members of the public.
6. To receive the minutes of the meeting held on 23<sup>rd</sup> April 2018.
7. Matters Arising.
8. Correspondence.
9. Agenda Items for next JWAAC meeting & JWAAC H&T Meeting.
10. Financial Accounts – **(please retain for next Main Council meeting)**.  
\* *Parish Council – April 2018 – attached.*
11. To receive the time sheet of the Clerk for April 2018.
12. Monthly Report of the Community Hall Manager – *to follow.*
13. To receive and note the Internal Auditors Report – *attached.*
14. Briefing Note – Compensation from BT – *attached.*
15. Briefing Note – Earmarked & General Reserves of the Council – *attached.*
16. Quotation for Hall Booking Software – *information attached.*
17. Matters of Urgent Public Importance (with the prior consent of the Chairman).
18. Date of next Meeting: 25<sup>th</sup> June 2018.

**Date: 16<sup>th</sup> April 2018.**

**Richard Wickens - Clerk to the Council**

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