

Kings Worthy Parish Council

FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 10 October 2007
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present:	Councillors:	Peter Warrener [Acting Chairman] Neil Pidduck Mike Lomas
	Clerk/Finance Officer:	Barbara Fairbrother Colin Arnett
	Public:	None

F/07/98 Apologies for Absence

Apologies for absence had been received from Cllrs Johnston and Marshall.

F/07/99 Minutes of the Meeting held on the 12 September 2007

The minutes were agreed as a true record of the meeting and were signed by Cllr Warrener.

F/07/100 Matters Arising from the Minutes of 12 September 2007

- **F/07/91 Notice Boards** – the clerk confirmed that an order had been placed for the notice boards.
- **F/07/91 Grounds Maintenance Contract Extension** – the meeting with Scandor on the 5 October 2007 had agreed a two year extension to the contract to the 31 December 2009.
- **F/07/94 Kings Worthy Community Centre Rent Review** – WCC had indicated that the increase in the charge was for a five year period and therefore was not regarded as excessive.
- **F/07/95 30mph Notices** – the originator of the anonymous 30mph notices had not been found.

F/07/101 Project Updates

- **Church Green [Peeks Field]** – an invoice from Shentons for the additional legal costs involved with the land transfer had been received and forwarded to WCC with an application for Open Space funding. This had now been approved. It is hoped that the ownership of the land will soon pass to the Parish Council.
- **Top Field** – there had been no further developments
- **Broadview Rent Charge** – the clerk was asked to chase Shentons again.
Action – the clerk

F/07/102 To Receive Statements of Accounts

The Committee received the Budget Report and Account Balances Report for September 2007.

It was recommended and agreed that the sum of £74,000 should be invested in the Money Market for a period of one month, which excludes the monies received from the WCC Open Spaces Fund for Church Green, subject to review by the RFO.

The RFO was asked to chase HCC for the invoice for street lighting within the parish.

The RFO indicated that the budget setting process for the next financial year should start shortly.

F/07/103 RFO's and Clerk's Notices

- **Audit Fees** – the RFO shared with members that the Audit Commission had imposed charges for letters relating to queries on the annual returns from Parish Councils.
- **Planning Application Procedures** – the RFO reported that as from the 1 April 2008 planning applications will no longer be sent to Parish Councils in paper format. Members asked that the costs of a laptop computer, projector and screen be formulated for inclusion in next year's budget.
Action – the clerks
- **Fraser Road Play Area Seat** – members approved the quotation from Neptune for the repair to the seat.

F/07/104 Chairman's Notices

- **Bank Signatories** – Cllr Warrener confirmed that he had handed the paperwork into NatWest Bank to become a signatory.

F/07/105 To Authorise Invoices for Payment

The Committee received a schedule of invoices due for payment, agreed the schedule and signed the cheques. The total invoices for payment, including salary payments and direct debits amounted to £10,659.24. See schedule attached.

F/07/106 Date of next meeting

A budget meeting was arranged for Wednesday 14 November 2007 at 9.00am.

The next meeting was arranged for Wednesday 14 November 2007 at 9.30am.

The meeting closed at 10.40 am

Signed.....

Dated.....

Kings Worthy Parish Council

FINANCE COMMITTEE

Invoice for Payment – October 2007

The following invoices have been received since the last meeting of the Finance Committee. Officer's remuneration and payments made automatically from the council's bank accounts, such as bank charges and direct debits, may not be shown as they are dealt with outside the Committee cycle.

The Finance Committee is asked to authorise payment of the following invoices and sign the cheques.

Name of Supplier	Nature of Works	Invoice Value (Incl. VAT)	E.No
Cheques already authorised & signed			
Clerks & Caretaker	Salaries & Expenses	3,319.31	
HAPTC	Training	5.00	7123
The Worthys Lunchclub	Grant	50.00	7124
Viking direct	Stationery	56.08	7125
HAPTC	Training	60.00	7126
	TOTAL	£3,490.39	
Cheques to be authorised			
R. Sign	Plants for Burial Ground	7.96	7128
A. Hamlin	Stand-in Caretaker/Cleaner	57.60	7129
J M Francis	Handyman and goods	106.47	7130
Reproprint	Stationery	70.50	7131
Box-It	Storage	23.36	7132
Scandor	Maintenance	2,631.52	7133
Shentons Solicitors	OSF – Church Green	4,050.23	7146
	TOTAL CHEQUES	£6,947.64	
Direct Debits			
Verizon	Telephone charges	6.22	7139
British Telecom	Telephone (884150)	28.00	7140
British Telecom	Telephone (888552)	28.00	7141
British Telecom	Broadband	26.99	7145
Southern Electric	KWCC & Tubbs Hall	77.00	7142
Southern Water	KWCC & Tubbs Hall	7.00	7143
British Gas	KWCC & Tubbs Hall	48.00	7144
	TOTAL	£221.21	
	ENTIRE TOTAL:	<u>£10,659.24</u>	