

# Kings Worthy Parish Council

## FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 13 June 2007  
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present:	Councillors:	Robert Johnston [Chairman] Stan Howell Neil Pidduck Peter Warrener
	Clerk/Finance Officer:	Colin Arnett
	Public:	None

### **F/07/55 Apologies for Absence**

Apologies for absence had been received from Cllr Marshall and Barbara Fairbrother. Cllr Johnston welcomed Cllr Warrener to the Committee.

### **F/07/56 Election of Chairman**

Cllr Johnston was proposed as chairman by Cllr Howell and seconded by Cllr Pidduck. All members unanimously agreed.

### **F/07/57 Minutes of the Meeting held on the 16 May 2007**

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

### **F/07/58 Matters Arising from the Minutes of 16 May 2007**

- **F/07/49 Notice Boards/Bus Shelters** – the clerk reported that he had written to several local firms regarding sponsorship for the new notice boards. Cllr Johnston suggested that Wessex Windows should also be approached.

A consultation letter had been delivered to the residents of Abbots Worthy regarding the proposed replacement bus shelter.

### **F/07/59 Project Updates**

- **Church Green [Peeks Field]** – there had been no developments since the last meeting. Infinity Homes legal team were still querying our legal costs.
- **Top Field** – No further developments to report

**F/07/59 Project Updates cont.**

- **Broadview Rent Charge** – a request had been received from Shentons for the sum of £199.75 to cover the legal costs of the vendor's solicitors. Members agreed that this should be paid and that an application be submitted to WCC for Open Space funding. **Action – the clerk**

**F/07/60 HCC PFI Street Lighting Proposals**

A letter had been received from HCC outlining the PFI proposal and asking for a preliminary view from the PC by the 30 September 2007.

Members asked the clerk to make enquiries with the Winchester Town Forum and the Littleton and Harestock PC as to whether they anticipate joining the scheme. **Action – the clerk**

*Note – Winchester Town Forum are intending to join the scheme.*

**F/07/61 Formal Arrangements with Tubbs Hall and Parish Council**

Cllr Johnston suggested that a formal review be undertaken of the costs involved with the management charge and of the lease arrangements.

The clerk was asked to arrange a meeting with Jackie Porter and the Treasurer of the Tubbs Hall Management Committee. **Action – the clerk**

**F/07/62 To Receive Statements of Accounts**

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

Cllr Warrener asked for further clarification of the £31 expenditure under the category KWCC Other. **Action – the clerk**

It was recommended and agreed that the sum of £126,600 should be invested in the Money Market for a period of one month, which includes the monies received from the WCC Open Spaces Fund, subject to review by the RFO.

The clerk circulated the final accounts for the financial year 2006/7 for presentation to the Audit Commission.

Cllr Johnston outlined the requirement for the PC to undertake a review of the effectiveness of its internal audit procedure and to appoint an Internal Auditor, who must be independent of the Council. The PC appointed Mr Paul Reynolds FMAAT in April 2002.

The accounts are checked and audited by Paul on a quarterly frequency. He also reviews our financial procedures and policies as specified under the financial regulations.

**F/07/63 RFO's and Clerk's Notices**

None

**F/07/64 Chairman's Notices**

None

**F/07/65 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 £7,992.81. See schedule attached.

**F/07/66 Date of next meeting**

The next meeting was arranged for Monday 9 July 2007 at 9.30am.

The meeting closed at 10.45 am

Signed.....

Dated.....

# Kings Worthy Parish Council

## FINANCE COMMITTEE

### Invoice for Payment – June 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.

<b>Name of Supplier</b>	<b>Nature of Works</b>	<b>Invoice Value (Incl. VAT)</b>	<b>E.No</b>
<b>Cheques already authorised &amp; signed</b>			
Clerks & Caretaker	Salaries & Expenses	3,353.35	
	<b>TOTAL</b>	<b>£3,353.35</b>	
<b>Cheques to be authorised</b>			
Culverlands	Newsletter printing	310.00	7045
P Reynolds	Auditor fee	185.00	7046
J M Francis	Handyman	164.80	7047
WCC	Dog bins	483.60	7048
Viking Direct	Stationery	40.58	7049
Scandor	Maintenance	3,125.02	7050
HCC	Street Lighting maintenance	26.79	7051
Post Office Ltd	Postage stamps	58.00	7057
	<b>TOTAL CHEQUES</b>	<b>£4,393.79</b>	
<b>Direct Debits</b>			
British Telecom	Telephone (888552)	46.00	7058
British Telecom	Telephone (884150)	28.00	7059
Southern Electric	KWCC & Tubbs Hall	77.00	7060
Southern Water	KWCC & Tubbs Hall	7.00	7061
British Gas	KWCC & Tubbs Hall	79.00	7062
Verizon	Telephone	8.67	7063
	<b>TOTAL</b>	<b>£245.67</b>	
	<b>ENTIRE TOTAL:</b>	<b>£7,992.81</b>	