

Kings Worthy Parish Council

FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 10 December 2008
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present: Councillors: Dawn-Marie Cox [Chairman]
Jim Marshall
Neil Pidduck
Derek Smithers

Clerk/Finance Officer: Barbara Fairbrother
Colin Arnett

Public: 0

F/08/108 Apologies for Absence

Apologies for absence had been received from Cllr Warrener.

F/08/109 Minutes of the Meeting held on the 12 November 2008

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

F/08/110 Matters Arising from the Minutes of 12 November 2008

- **F/08/99 Identity Badges** – Cllr Smithers suggested that the generic term “Councillor” on the badge could be misleading. Cllr Cox agreed to establish the cost of adding “Parish Councillor” to each badge. **Action – Cllr Cox**
- **F/08/99 Tree Planting at Eversley Park** - this had been undertaken without any addition cost to the PC.
- **F/08/99 KWC Notice Boards** – these had now been delivered and were awaiting installation.
- **F/08/104 Eversley Park Tree Work** – this is scheduled to be undertaken on the 12 December 2008.
- **F/08/104 Web-site** – the order had been placed for the work associated with the walks leaflet.
- **F/08/106 To Authorise Invoices for Payment** – it was agreed that Cllr Cox should become an authorised signatory. The RFO is to process the paperwork with NatWest. **Action - RFO**

F/08/111 Project Updates

- **Land off Hookpit Farm Lane [Top Field]** - There were no further developments to report.

F/08/112 Budget Considerations 2009 -10

Discussion took place on the draft budget from the meeting held on the 3 December 2008. It was agreed that this would be finalised at the next meeting and presented to the PC on the 19 January 2009. **Action – RFO**

The RFO shared with members the results of the meeting with HCC regarding the PFI Initiative on Street Lighting. HCC had agreed that a budgetary provision for 2009/10 of £10K for street lighting would be adequate.

F/08/113 To Receive Statements of Accounts

The Committee received the Budget Report and Account Balances Report for November 2008.

The RFO highlighted the monies received from the WCC Open Space Fund for the legal fees associated with the purchase of the lease for Broadview.

It was recommended and agreed that the sum of £100,000 should be invested in the Money Market for a period of five weeks, subject to review by the RFO.

F/08/114 RFO's and Clerk's Notices

- **Land Registry** – a letter had been received from Hedleys recommending registration of the areas of land owned by the PC which are not registered. Members agreed that this was desirable and authorised the expenditure of the estimated costs involved of £370.

F/08/115 Chairman's Notices

None

F/08/116 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 £10,396.36. See schedule attached.

F/08/117 Date of next meeting

The next meeting was arranged for Wednesday 14 January 2009 at 9.30am.

The meeting closed at 10.31am

Signed.....

Dated.....

Kings Worthy Parish Council

FINANCE COMMITTEE

Invoice for Payment – December 2008

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	4,139.76	
Gascare	Emergency boiler repair	326.90	8178
Peter Best	Church Green treework (OSF)	705.00	8180
Ricoh UK Ltd	Photocopier	183.15	8179
	TOTAL	£5,354.81	
Cheques to be authorised			
D Smithers	Parish Plan refreshments	5.98	8181
WSSC	Paint for shed	287.00	8182
Allianz Insurance plc	Insurance premium	84.26	8183
Portsmouth CC	Signs	243.23	8184
S Howell	Handyman	68.85	8185
TLC Online	Website	55.00	8186
Viking Direct	Stationery	112.30	8187
Seton	Notice Boards KWCC	509.77	8188
Scandor	Contract	2,920.44	8189
Gascare	Contract	202.00	8190
SLCC	Annual subscription	187.00	8191
Post Office Ltd	Postage stamps	27.00	8197
	TOTAL CHEQUES	£4,702.83	
Direct Debits			
Verizon	Telephone	4.09	8198
British Telecomm	Broadband	95.13	8199
British Telecom	Telephone (888552)	21.00	8200
British Telecom	Telephone (884150)	28.00	8201
Southern Electric	KWCC & Tubbs Hall	87.00	8202
Southern Water	KWCC & Tubbs Hall	17.50	8203
British Gas	KWCC & Tubbs Hall	86.00	8204
	TOTAL	£338.72	
	ENTIRE TOTAL	£10,396.36	