

Kings Worthy Parish Council

FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 11 June 2008
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present: Councillors: Peter Warrener [Chairman]
Jim Marshall
Neil Pidduck

Clerk/Finance Officer: Barbara Fairbrother
Colin Arnett

Public: 0

F/08/49 Apologies for Absence

Apologies for absence had been received from Cllr Smithers.

F/08/50 Election of Chairman of the Committee

Cllr Warrener was elected Chairman being proposed by Cllr Pidduck and seconded by Cllr Marshall. All members unanimously agreed.

F/08/51 Minutes of the Meeting held on the 14 May 2008

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

F/08/52 Matters Arising from the Minutes of 14 May 2008

- **F/08/42 Community Respect and Environment Week [CREW] –** Scandor have again been reminded of the need to remove the shrub cuttings from the KWC.
- **F/08/42 Southern Electric –** the RFO reported that no further progress had been made on the clarification of a 3 year contract. **Action – RFO**
- **F/08/42 Handyman Replacement –** the clerk had received two expressions of interest.
- **F/08/42 Money Market Investment –** Members asked that all councillors be circulated with information regarding the money market investment. **Action - RFO**

F/08/52 Matters Arising from the Minutes of 14 May 2008 cont.

- **F/08/42 KWC Gas Boiler** – the RFO reported that arrangements had been made with Gascare to repair the boiler. It is hoped to offer them an annual maintenance agreement thereafter.
- **F/08/45 Bank Signatories** – the RFO reported that progress was being made on the changes to the bank signatories.
- **F/08/45 Football Pitches** – Members agreed the quotation from Scandor for vertidrain, overseeding, fertilising and weedkilling the pitches, but agreed with the Grounds Supervisor's advice that the top dressing although desirable was not essential. The clerk was asked to place an order for the work. **Action – the clerk**
- **F/08/46 Hearing Induction Loop** – Members agreed to not progress this any further as there appeared to be no demand for such a facility.

F/08/53 Seat Replacements

The clerk tabled a paper detailing the recommendations and associated costs of replacing and repairing the seats which are the responsibility of the PC.

After a detailed discussion members agreed to grant some £4,000 initially towards the project and to review the balance to complete the project later in the year. **Action – the clerk**

F/08/54 Project Updates

- **Top Field** – no further developments to report
- **Broadview Rent Charge** – no further developments to report.

F/08/55 To Receive Statements of Accounts

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

It was recommended and agreed that the sum of £148,000 should be invested in the Money Market for a period of one month subject to review by the RFO.

F/08/56 RFO's and Clerk's Notices

- **KWC Insulation** – the clerk tabled a quotation for loft insulation at the KWC. Wall insulation was not required as the older part of the building was timber framed and the new extension had been insulated to the required standard. Members approved the sum of £176 for the PC proportion of the cost with the larger balance being funded by the THMC.
- **Lovedon Lane Bus Shelter Repair** – Members decided to defer the repair to the glass in the shelter until they were confident that the current phase of vandalism was over.

F/08/56 RFO's and Clerk's Notices cont.

- **HCC Pension Scheme** – the clerks highlighted an apparent anomaly in the current scheme whereby the payments for additional hours worked would not contribute towards the final pension unless they were included within the contracted hours. It was agreed that the clerks investigate the matter further and report back to members. **Action – the clerk**
- **Street Lighting** – Members approved the quotation of £449.29 from HCC for the replacement of the street lamp on Stoke Charity Road. **Action – the clerk**
- **Grants** – Letters of thanks had been received from Cornerways and the Tenants Association.
- **Box It** - a letter had been received from our document storage agency indicating that a fuel charge on deliveries is to be introduced.
- **Internal Auditor** – Paul Reynolds is gradually resuming his duties after his period of sickness which has resulted in a delay in the finalising of our annual accounts.

F/08/57 Chairman's Notices

None

F/08/58 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 £7,078.69. See schedule attached.

F/08/59 Date of next meeting

The next meeting was arranged for Wednesday 16 July 2008 at 9.30am.

The meeting closed at 11.45am

Signed.....

Dated.....

Kings Worthy Parish Council

FINANCE COMMITTEE

Invoice for Payment – June 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	3,377.79	
	TOTAL	£3,377.79	
Cheques to be authorised			
S. Winter	Relief caretaker/cleaner	91.84	8048
Signs of the Times Ltd	Bus shelter sign	144.52	8049
Scandor	Contract	2,920.44	8050
Gascare	Pro forma for boiler repair	110.00	8051
Viking Direct	Stationery	88.42	8052
Post Office	Postage stamps	27.00	8053
	TOTAL CHEQUES	£3,382.22	
Direct Debits			
Verizon	Telephone charges	8.55	8059
British Gas	KWCC & Tubbs Hall	69.00	8060
British Telecom	Broadband	95.13	8061
British Telecom	Telephone (888552)	21.00	8062
British Telecom	Telephone (884150)	28.00	8063
Southern Electric	KWCC & Tubbs Hall	87.00	8045
Southern Water	KWCC & Tubbs Hall	10.00	8046
	TOTAL	£318.68	
	ENTIRE TOTAL	£7,078.69	