

# Kings Worthy Parish Council

## FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 12 November 2008  
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present: Councillors: Peter Warrener [Chairman]  
Dawn-Marie Cox  
Neil Pidduck  
Derek Smithers

Clerk/Finance Officer: Barbara Fairbrother  
Colin Arnett

Public: 0

### **F/08/97 Apologies for Absence**

Apologies for absence had been received from Cllr Marshall.

### **F/08/98 Minutes of the Meeting held on the 15 October 2008**

The minutes were agreed as a true record of the meeting with two amendments – F/08/92 delete “retain” add “retained” and delete “Section” and add “Appendix” and were signed by Cllr Warrener.

### **F/08/99 Matters Arising from the Minutes of 15 October 2008**

- **F/08/90 Eversley Park Football** – the clerk reported that payment had been received from Accutek FC for their outstanding pitch fees.
- **F/08/92 To Receive Statements of Accounts** – Cllr Pidduck gave his apologies to the committee for the confusion which he had caused at the last meeting regarding the revisions to the presentation of the accounts.

He recognised that his papers were too lengthy, detailed and complicated.

He emphasised that Appendices B & D were not being put forward for approval. Appendix A recommended only minor changes to the headings for the next financial year and Appendix C was for adoption by the R&A Committee.

Cllr Cox and the RFO agreed to proof read the guidance notes. **Action – Cllr Cox/RFO**

- **F/08/93 Identity Badges** – Cllr Cox agreed to clarify the start time on Monday for the taking of ID photographs. **Action – Cllr Cox**

**F/08/99 Matters Arising from the Minutes of 15 October 2008 cont.**

- **F/08/93 Tree Planting at Eversley Park-** the clerk had met with a representative of the PTA and they had agreed to investigate additional funding sources for the shortfall in the grant from the Tree Council.
- **F/08/93 KWC Notice Boards** – the clerk is to co-ordinate the ordering of both notice boards for the PC and THMC. **Action – the clerk**
- **F/08/94 Banking Crisis** – Cllr Cox confirmed that the £50K protection did not apply to business accounts.

**F/08/100 Project Updates**

- **Land off Hookpit Farm Lane [Top Field]** – Cllr Warrener informed members that a meeting had been held with Hedleys Solicitors and that all legal matters were being transferred from Shentons to Hedleys.

There were no further developments to report.

**F/08/101 Freedom of Information New Publication Scheme Charges**

The RFO informed members that the new scheme had to be adopted without editing and that a formal resolution had to be passed by the PC.

Members approved the level of charges at 10p per copy and £2 for reports.

It was agreed that a copy of the new document should be placed on the web-site, together with a statement regarding the complaints procedure.

**F/08/102 Budget Considerations 2009-10**

Members discussed revisions to the spreadsheet and agreed to schedule the next budget meeting at 8.30 on the 3 December 2008.

They also agreed that the draft document should be presented to the next meeting of the PC to gauge opinions on the increase to the precept. **Action – RFO**

**F/08/103 To Receive Statements of Accounts**

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

It was recommended and agreed that the sum of £105,000 should be invested in the Money Market for a period of one month, subject to review by the RFO.

Cllr Pidduck highlighted the changes in the reserve figures. Cllr Cox agreed to clarify the changes for members. **Action – Cllr Cox**

**F/08/104 RFO's and Clerk's Notices**

- **NJC Pay Award 2008-9** – Members approved the implementation of the award for the clerks, caretaker and handyman.
- **Eversley Park Tree Work** – Members approved the quotation from Worthy Treecare to undertake the work recommended by the Grounds Supervisor.  
**Action – the clerk**
- **Web-site** - Members agreed to fund the work associated with the walks leaflet on the web-site. **Action – the clerk**
- **S137 Expenditure** – the RFO reported that this had been increased to £6.15 per elector for 2009-10.

**F/08/105 Chairman's Notices**

- **Committee Chairman** – Cllr Warrener expressed his concerns regarding his workload and that he wished to relinquish his position as committee chairman.

Cllr Cox agreed to chair future meetings. All members voted in favour.

**F/08/106 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 £22,351.12. See schedule attached.

**F/08/107 Date of next meeting**

A budget meeting was arranged for 8.30am on the 3 December 2008.

The next meeting was arranged for Wednesday 10 December 2008 at 9.30am.

The meeting closed at 11.30am

Signed.....

Dated.....

# Kings Worthy Parish Council

## FINANCE COMMITTEE

### Invoice for Payment – November 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.

<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	3,666.64	
C Arnett	Emergency boiler repair	10.00	8156
	<b>TOTAL</b>	<b>£3,676.64</b>	
<b>Cheques to be authorised</b>			
S Howell	Handyman	63.68	8158
HCC	Lights & Sundries	5,542.96	8159
Peter Best Treecare	Tree wk Church Green (OSF)	3,348.75	8160
Hants PAT Testing	PAT Testing	60.00	8161
TLC Online	Website	55.00	8162
Scandor	Contract	2,920.44	8163
Neptune Outdoor	Seats	995.22	8164
TGD Landscape	Church Green (OSF)	5,375.75	8165
Viking Direct	Stationery	66.60	8166
	<b>TOTAL CHEQUES</b>	<b>£18,428.40</b>	
<b>Direct Debits</b>			
Verizon	Telephone	6.58	8172
British Gas	KWCC & Tubbs Hall	86.00	8173
British Telecom	Telephone (888552)	21.00	8174
British Telecom	Telephone (884150)	28.00	8175
Southern Electric	KWCC & Tubbs Hall	87.00	8176
Southern Water	KWCC & Tubbs Hall	17.50	8177
	<b>TOTAL</b>	<b>£246.08</b>	
	<b>ENTIRE TOTAL</b>	<b>£22,351.12</b>	