

Kings Worthy Parish Council

FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 13 February 2008
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present:	Councillors:	Robert Johnston [Chairman] Jim Marshall Neil Pidduck Peter Warrener
	Clerk/Finance Officer:	Barbara Fairbrother Colin Arnett
	Public:	None

F/08/11 Apologies for Absence

There were no apologies for absence.

F/08/12 Minutes of the Meeting held on the 16 January 2008

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

F/08/13 Matters Arising from the Minutes of 16 January 2008

- **F/08/03 Temporary Traffic Order** – Cllr Johnston informed members that the temporary traffic order for vehicles accessing the disposal site at South Wonston was being implemented.
- **F/08/06 Parish Office and Meeting Room Redecoration** – the clerk informed members that the Caretaker had agreed to decorate these two rooms.
- **F/08/07 Church Green** – the Property Manager had confirmed that their gardener was to cut the 5m boundary around the Green.
- **F/08/08 Community Respect and Environment Week [CREW]** – Cllr Johnston and the clerk had meet with the co-ordinator and agreed a listing of suitable tasks within the village.

F/08/14 Project Updates

- **Top Field** – Cllr Johnston informed members that a decision on the amendment to the S106 Agreement with Milford Homes was expected shortly.
- **Broadview Rent Charge** – the clerk reported that Shentons had asked for a copy of the Land Registry documents relating to the adjoining Kim Bishop Walk. The clerk was asked to clarify with Shentons the legal charges involved with this project. **Action – the clerk**

F/08/15 To Receive Statements of Accounts

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

Cllr Pidduck asked that the accounts classification of “open spaces” be amended to read “public spaces”.

It was recommended and agreed that the sum of £125,000 should be invested in the Money Market for a period of one month, subject to review by the RFO.

The clerk was asked to highlight with the Recreation and Amenities Committee the desirability of a 3 year programme of expenditure for parish funded projects. **Action – the clerk**

Members agreed to a S137 grant of up to £100 on receipted expenditure to the Tenants Association for an Open Day.

The RFO informed members that the grant of £50 to Neighbourhood Watch would have to be funded from parish grant monies and not S137 expenditure.

F/08/16 RFO's and Clerk's Notices

- **S137 Expenditure** – Members were informed the maximum payment per parishioner had increased to £5-86 for the financial year 2008/9.
- **Audit Commission** – Members were informed that a new external auditor had been appointed.
- **Southern Electric** – a letter had been received from Southern Electric detailing a 3 year contract for business users. The RFO was asked to clarify the status of the fixed rate. **Action - RFO**
- **Payment of Annual Leave Outstanding** – Members agreed to the payment of the seven days outstanding annual leave ending the 31 March 2008 for Colin Arnett.

F/08/17 Chairman's Notices

- **KWCC Environmental Assessment** – Cllr Johnston circulated the report from Cllr Welstead. Members wished to formally record their thanks to Cllr Welstead and suggested that it be shared with the Tubbs Hall Management Committee with a view to forming a joint working party to consider the report's recommendations

F/08/18 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 £27,371.80. See schedule attached.

F/08/19 Date of next meeting

The next meeting was arranged for Wednesday 12 March 2008 at 9.30am.

The meeting closed at 11.35 pm

Signed.....

Dated.....

Kings Worthy Parish Council

FINANCE COMMITTEE

Invoice for Payment – February 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	3,417.28	
	TOTAL	£3,417.28	
Cheques to be authorised			
J M Francis	Handyman	60.58	7218
R. Sign	Padlocks – Burial Ground	35.41	7219
P Reynolds	Internal Auditor	195.00	7220
WCC	Dog Bins	517.00	7221
Viking Direct	Stationery	51.59	7222
HALC	Annual Subscription	528.00	7223
Scandor	Maintenance & Broadview	3,954.44	7224
Cotswold Playgrounds	New playground equipment	18,325.30	7225
	Open Space Fund		
Post Office	Postage stamps	58.00	7238
	TOTAL CHEQUES	£23,725.32	
Direct Debits			
Verizon	Telephone charges	5.22	7231
British Gas	KWCC & Tubbs Hall	48.00	7232
British Telecom	Telephone (884150)	28.00	7233
British Telecom	Telephone (888552)	28.00	7234
Southern Electric	KWCC & Tubbs Hall	87.00	7235
Southern Water	KWCC & Tubbs Hall	10.00	7236
Southern Water	Burial Ground	22.98	7237
	TOTAL	£229.20	
	ENTIRE TOTAL	£27,371.80	