

# Kings Worthy Parish Council

## FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 10 June 2009  
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present:	Councillors:	Peter Warrener [Chairman] Dawn-Marie Cox Ian Gordon Jim Marshall David Young
	Clerk/Finance Officer:	Barbara Fairbrother Colin Arnett
	Public:	0

### **F/09/50 Apologies for Absence**

Apologies for absence had been received from Cllr Smithers. The chairman welcomed Cllrs Gordon and Young to the Committee.

### **F/09/51 Election of Chairman**

Cllr Warrener was proposed as chairman by Cllr Gordon. All members voted in favour.

### **F/09/52 Minutes of the Meeting held on the 13 May 2009**

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

### **F/09/53 Matters Arising from the Minutes of 13 May 2009**

- **F/09/42 Tubbs Hall Management Committee** – Cllr Cox is still awaiting an update from Jackie Porter. The RFO reported that the Christmas lights had now been deleted from their latest invoice and that monies were outstanding for the fire inspection and the new fire extinguisher. A meeting is to be arranged to discuss revisions to the management fee. **Action – the RFO**
- **F/09/42 Fidelity Insurance** – the RFO reported that the paperwork had now been completed and that we were awaiting the revised schedule.
- **F/09/42 Land Registry** – the clerk reported that the registration of land at Eversley Park had been completed by Hedleys.

**F/09/53 Matters Arising from the Minutes of 13 May 2009 cont.**

- **F/09/45 Church Green** – the clerk reported that funding sources had been identified for the purchase of the commemorative hydraulic ram and the plaque. Members agreed to fund £200 from contingencies for the cost of materials for the plinth. **Action – the clerk**
- **F/09/45 Eversley Park – Football Pitches** – the clerk confirmed that the order had been placed for the renovation work.

**F/09/54 Project Updates**

- **Land off Hookpit Farm Lane [Top Field]** – No further developments to report.

**F/09/55 To Receive Statements of Accounts**

The Committee received the Budget Report and Account Balances Report for May 2009.

Cllr Marshall is to explore the options for scheduling the expenditure of the R&A through the financial year. **Action – Cllr Marshall**

The RFO informed members that the guidelines for the reclaiming of VAT are changing, whereby on larger projects prior notification will be required by the PC.

The RFO highlighted the increase in the water rates and rates for the burial ground. She had been subsequently notified that the burial ground increase could have been spread over 3 years.

Cllr Marshall asked for an update on the implementation of the PFI for street lighting. The RFO indicated that it is likely to start in January 2010.

Letters of thanks had been received from several of the organisations which had been given grants by the PC.

It was again agreed that no investment be made in the Money Market as the interest received from the Business Reserve Account was little different.

**F/09/56 To Receive the Final Accounts 2008-9 to send to the Audit Commission**

Cllr Warrener reported that he was satisfied with the accounts having examined them with the RFO.

Members agreed that the final accounts for the financial year 2008-9 should be submitted to the next meeting of the PC for endorsement to send to the Audit Commission.

**F/09/57 RFO's and Clerk's Notices**

- **Clerk's Salary Payments** – Members agreed in principle that an automated system for the payment of the clerk's monthly salary be introduced instead of the current payment by cheque. **Action – the RFO**

**F/09/58 Chairman's Notices**

- **Cheque Signatories** – Members agreed that Cllr Smithers be asked to become a cheque signatory. **Action – the RFO**

**F/09/59 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 £8,567.97 See schedule attached.

**F/09/60 Date of next meeting**

The next meeting was arranged for Wednesday 15 July 2009 at 9.30am.

The meeting closed at 10.38am

Signed.....

Dated.....

# Kings Worthy Parish Council

## FINANCE COMMITTEE

### Invoice for Payment – June 2009

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	3,610.89	
BFT Fire	Annual inspection & works	336.54	9052
Gascare	Boiler repair	96.00	4481
	<b>TOTAL</b>	<b>£4,043.43</b>	
<b>Cheques to be authorised</b>			
TLC On-Line	Website & Maps	55.00	9055
Viking Direct	Stationery	64.60	9056
S. Howell	Handyman	67.40	9057
Scandor	Contract	3,001.21	9058
Ricoh UK Ltd	Photocopier	169.83	9059
Hedleys Solicitors	EP Ground registration	634.50	9060
	<b>TOTAL CHEQUES</b>	<b>£3,992.54</b>	
<b>Direct Debits</b>			
British Telecom	Telephone (888552)	21.00	9066
British Telecom	Telephone (884150)	28.00	9067
Southern Electric	KWCC & Tubbs Hall	87.00	9068
Southern Water	KWCC & Tubbs Hall	310.70	9069*
British Gas	KWCC & Tubbs Hall	86.00	9070

\* Amount increased to £310.70 for June & July 09 only to clear outstanding amount due and will return to normal payments thereafter.

**TOTAL** **£532.00**

**ENTIRE TOTAL** **£8,567.97**