

Kings Worthy Parish Council

FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 11 February 2009
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

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

Clerk/Finance Officer: Barbara Fairbrother
Colin Arnett

Public: 0

F/09/11 Apologies for Absence

None

F/09/12 Minutes of the Meeting held on the 14 January 2009

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

F/09/13 Matters Arising from the Minutes of 14 January 2009

- **F/09/03 Identity Badges** – Labels for the reverse of each badge were available for councillors. Cllr Cox agreed to arrange for photographs at the next PC meeting for those who missed the previous session. **Action – Cllr Cox**
- **F/09/03 KWC Notice Boards** – The board for the THMC is awaiting installation. The clerk was asked to approach our handyman to undertake the work. **Action – the clerk**
- **F/09/03 Land Registry** – The clerk is liaising with the WSSC over the letter from Hedleys on the registration of the land at Eversley Park. **Action – the clerk**
- **F/09/06 Fidelity Insurance** – the RFO shared with members the quotations for increasing the recommended levels of fidelity insurance. Members agreed that the quotation seem to be high and should be queried. **Action – the RFO**

F/09/13 Matters Arising from the Minutes of 14 January 2009 cont.

- **F/09/07 Web-site** – Members agreed that the desirability and funding for the RSS feed should be referred to the next PC Meeting. **Action – Cllr Cox**
- **F/09/07 KWC Fire Extinguisher** – a replacement extinguisher had been ordered. Cllr Warrener agreed to raise the lack of interest by the police at the next Police Forum meeting. **Action – Cllr Warrener**

F/09/14 Project Updates

- **Land off Hookpit Farm Lane [Top Field]** – there have been no further developments.

F/09/15 Street Lighting PFI

The RFO shared with members the outcome of her research in seeking comparative quotations. The larger contractors were not interested in one small PC, although they may be prepared to consider a consortium of several PC's.

A response had yet to be received from HALC.

Members agreed that the RFO should return HCC's form indicating that we wished to be part of the PFI, with the proviso that the costs are acceptable and that a full technical specification is forthcoming. It was agreed that a letter signed by Cllr Warrener should be sent with the form. **Action - RFO**

F/09/16 To Receive Statements of Accounts

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

The RFO reported that the direct debit payment to Southern Water is to be increased to cover a deficit balance.

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

Members agreed to staged payments for the landscaping work at Church Green if required.

F/09/17 RFO's and Clerk's Notices

- **Payment of Annual Leave Outstanding** – Members agreed to the payment of eight days outstanding annual leave ending the 31 March 2009 for Colin Arnett.

F/09/17 RFO's and Clerk's Notices cont.

- **Scandor Additional Works** – the clerk presented two quotations from the R&A Committee for Scandor to replace the shrubs at the KWC and to mulch the flower beds.

Cllr Warrener expressed his concerns at the continuing flow of requests for funding from the R&A Committee. He considered that they had received more than adequate funding in this financial year.

Members agreed not to fund the replacement shrubs and to consider the mulching at their next meeting.

- **Family Fun Day** – a request had been received from Esther Grabham for assistance towards the funding of this event on the 19 September 2009. Members agreed to contribute £40, being the balance remaining on the grants budget.

F/09/18 Chairman's Notices

- **Clerks Notices** – it was agreed that whenever possible the items which are to be raised under clerk's notices should be listed on the agenda.
Action – the clerk

F/09/19 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 £9640.93. See schedule attached.

F/09/20 Date of next meeting

The next meeting was arranged for Wednesday 11 March 2009 at 9.30am. Cllr Pidduck tendered his apologies for the meeting.

The meeting closed at 11.12am

Signed.....

Dated.....

Kings Worthy Parish Council

FINANCE COMMITTEE

Invoice for Payment – February 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.

Name of Supplier	Nature of Works	Invoice Value (Incl. VAT)	E.No
Cheques already authorised & signed			
Clerks & Caretaker	Salaries & Expenses	3,509.30	
BFT Fire	Fire extinguisher (cost share TH)	182.85	8218
HALC	Training	15.00	8219
	TOTAL	£3,707.15	
Cheques to be authorised			
S. Howell	Handyman	124.32	8220
J Marshall	Church Green boundary tape	8.80	8221
TLC Online	Website	55.00	8229
WCC	Dog bins	468.10	8230
Worthy Tree Care	PC Open Space mtncce	437.00	8231
Scandor	Contract & extra works	3,246.16	8232
Audit Commission	Audit	1,006.25	8233
WCC	Dog bin installation	264.38	8234
Viking Direct	Stationery	65.24	8235
Ipitomi	Telephone charges	2.99	8236
	TOTAL CHEQUES	£5,678.24	
Direct Debits			
Southern Water	Burial Ground	16.04	8242
British Telecom	Telephone (888552)	21.00	8243
British Telecom	Telephone (884150)	28.00	8244
Southern Electric	KWCC & Tubbs Hall	87.00	8245
Southern Water	KWCC & Tubbs Hall	17.50	8246
British Gas	KWCC & Tubbs Hall	86.00	8247
	TOTAL	£255.54	
	ENTIRE TOTAL	£9,640.93	