

# Kings Worthy Parish Council

## FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 12 August 2009  
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

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

Clerk/Finance Officer: Barbara Fairbrother  
Colin Arnett

Public: 1

### **F/09/71 Apologies for Absence**

Apologies for absence had been received from Cllrs Gordon and Young.

### **F/09/72 Public Question Time**

Richard Waite from Drew Smith Homes Ltd had copies for signature of the Unilateral Undertaking for the path on Upper Broadview as part of their development at 122-128 Lovedon Lane.

Members regretted that they were unable to progress the document until they had received confirmation from our solicitors and the agreement of Parish Council.

### **F/09/73 Minutes of the Meeting held on the 15 July 2009**

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

### **F/09/74 Matters Arising from the Minutes of 15 July 2009**

- **F/09/62 Public Question Time – KWC Water Usage** – the clerk reported that a plumber had found water leakage in two areas and is to submit a quotation for the work to be undertaken. Members agreed that payment could be made under Chairman's authority. **Action – the RFO**

#### **F/09/74 Matters Arising from the Minutes of 15 July 2009 cont.**

- **F/09/64 Tubbs Hall Management Committee** – Cllr Cox reported that a preliminary meeting with Jackie Porter had been arranged for the 18 August 2009. The RFO reported that she had received a copy of the original constitution for the youth club from the secretary of the THMC. **Action Cllr Cox/RFO**
- **F/09/65 Land off Hookpit Farm Lane** – in a response to Cllr Smithers, the clerk confirmed that no part of the land had passed into the ownership of the PC.
- **F/09/67 Eversley Park Football Pitches** – the clerk confirmed that two additional teams were to play next season. The third team had decided to play elsewhere. However a request for the scheduling of more games from one of the new teams had been agreed. **Action – the clerk**
- **F/09/67 Scottish & Southern Electricity – New Power Line** - the clerk reported that the company had decided not to run the new power cable under Broadview. However they still required access to Kim Bishop Walk and were prepared to fund the refurbishment of the steps. **Action – the clerk**

#### **F/09/75 Project Updates**

- **Land off Hookpit Farm Lane [Top Field]** – No further developments to report.
- **Hedleys – Registration of Land** – the clerk confirmed that the registration of all PC owned land had been completed.
- **Open Space Fund – Eversley Park – Entrance to the Bottom Football Pitch** – the clerk confirmed that WCC had approved the project and that the contract had been let, including some re-surfacing work on the car park. **Action – the clerk**

#### **F/09/76 Website Business Charges**

The clerk informed members that Headbourne Worthy PC wished to charge advertisers from September, when the current agreement comes to an end and also consider an increase in the charges.

Members revised the previous resolution and agreed that the new annual subscription should commence on the 1 October 2009 and that there be no increase in the charge. Cllr Cox suggested that a cut off date be included in the renewal reminder letter. **Action – the RFO**

### **F/09/77 To Receive Statements of Accounts**

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

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.

The RFO informed members that the internal auditor is to visit in October, and that he will include in his review the financial regulations.

### **F/09/78 RFO's and Clerk's Notices**

- **Eversley Park – Trim Trail** – Members approved the quotation from Lappset for replacement parts. Members discussed the budgetary provision for such parts. **Action – the clerk**
- **Over 60s Exercise Equipment** – Members approved the release of monies to Allplay Services as the outstanding problems rest with Wicksteed. However they agreed to hold a 10% retainer until the work had been completed. **Action – the RFO**
- **Parish Office Photocopier** – Members discussed the options for the provision of a new photocopier now that the lease on the existing model will come to an end on the 30 September 2009. It was agreed that although a colour option would be desirable, a comparison of the costs should be made at the next meeting. **Action – the clerk**

### **F/09/79 Chairman's Notices**

None

### **F/09/80 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 £22,939.37. See schedule attached.

**F/09/81      Date of next meeting**

The next meeting was arranged for Wednesday 16 September 2009 at 9.30am.

The meeting closed at 11.12am

Signed.....

Dated.....

# Kings Worthy Parish Council

## FINANCE COMMITTEE

### Invoice for Payment – August 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	3,534.74	
S. Howell	Handyman	249.39	9091
B. Fairbrother	Virus software	49.99	9092
Box-it	Storage	22.86	9093
Post Office Ltd	Postage stamps	74.50	9094
	<b>TOTAL</b>	<b>£3,931.48</b>	
<b>Cheques to be authorised</b>			
S. Howell	Handyman	128.56	9096
R. Sign	Walkabout refreshments	9.50	9097
WCC	Dog bins	604.50	9098
Green & Carter	Hydraulic Ram	402.50	9099
TLC On-Line	Website	55.00	9100
P. Reynolds	Internal auditor	215.00	9101
Ricoh UK Ltd	Photocopier	171.42	9102
HCC (Henry B School)	Open Space Fund donation	1,000.00	9103
Communications South	Telephone	31.05	9104
Communicorp	Local Council subs	65.00	9105
Allplay Services	Over 60s equipment (OSF)	12,673.00	9106
Tubbs Hall	Guttering costs	125.00	9107
Scandor	Contract	3,001.21	9121
	<b>TOTAL CHEQUES</b>	<b>£18,481.74</b>	
<b>Direct Debits</b>			
British Telecom	Telephone (888552)	21.00	9115
British Telecom	Telephone (884150)	28.00	9116
Southern Electric	KWCC & Tubbs Hall	87.00	9117
Southern Water	KWCC & Tubbs Hall	262.20	9119*
British Gas	KWCC & Tubbs Hall	86.00	9118
Southern Water	Burial Ground	41.95	9120

\* Amount for August & September 09. A leak is being investigated

<b>TOTAL</b>	<b>£526.15</b>
<b>ENTIRE TOTAL</b>	<b>£22,939.37</b>