



11 September, 2020

Dear Councillor

## **FINANCE AND GENERAL PURPOSES COMMITTEE**

You are summonsed to attend a virtual Meeting of the Finance and General Purposes Committee on **Thursday 17 September, 2020**, which will follow a meeting of the Planning Committee that starts at 7pm. Members of the Public are also welcome to join the meeting and will be given an opportunity to make representation to the Committee. Details of how to join the meeting are available from the Clerk – **requests to be received by 5pm** on the day before the meeting, preferably by email to the [clerk@kingston-wsx-pc.gov.uk](mailto:clerk@kingston-wsx-pc.gov.uk)

*Val Knight*

Mrs V Knight  
Clerk of the Council

## **A G E N D A**

1. **Apologies for Absence**
2. **Declarations and Dispensations of Interests** - To receive any declarations under the Council's Code of Conduct and consider any dispensation requests
3. **Public Opportunity** - An opportunity for the Public to make representations, ask or answer questions and give evidence to the Committee on matters relating to items on this agenda.
4. **Minutes** - To approve the Minutes of the Meeting held on 23 July ,2020 (circulated) and consider any matters arising.
5. **Payments** - To consider the report of the Clerk on accounts and financial matters (attached).
6. **Annual Return**: To note that this has been completed for 2019-20 and no questions have been received on the Annual Return that has been displayed on Council's website and in noticeboards.
7. **Annual Risk Assessment Report** - To note the Annual Risk Assessment Report and the Review of Internal Audit (circulated).
8. **Other Matters** – For information only.

### **KINGSTON PARISH COUNCIL**

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# KINGSTON PARISH COUNCIL

## Clerk's Report on Financial Matters for the Meeting of the Finance and General Purposes Committee on 17 September 2020

1. **Account Balance** - To note the balance on the Account as at 31 August 2020 was £25,501.20 after taking into account payments not previously reported to Committee:

Payee	Payment method	Re:	Net £	VAT £	Total £	Date
Arun District Council	Direct Debit	Payroll recharge (July)	312.50	-	312.50	13/07/20
Arun District Council	Direct Debit	Payroll recharge (Aug)	312.50	-	312.50	12/08/20

2. **Payments for approval (known to date):**

Payee	Re:	Net £	VAT £	Total £	Cheque No.
R Nicholson	Laying base for seating stone	700.00	-	700.00	637
V Knight	Reimbursements re seating stone positioning on greensward: 4 Hi-Viz waistcoats Barrier tape	8.68 10.83	1.72 2.16	23.39	638