



16 July, 2021

Dear Councillor

FINANCE AND GENERAL PURPOSES COMMITTEE

You are summonsed to attend a Meeting of the Finance and General Purposes Committee on **Thursday 22 July, 2021** in Our Lady Star of the Sea Hall, Vermont Drive, 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.

Please follow the latest government advice on social distancing and observe precautions to prevent the spread of the coronavirus.

Val Knight

Mrs V Knight
Clerk of the Council

A G E N D A

1. **Apologies for Absence**
2. **Election of Chairman**
3. **Election of Vice-Chairman**
4. **Declarations and Dispensations of Interests** - To receive any declarations under the Council's Code of Conduct and consider any dispensation requests
5. **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.
6. **Minutes** - To approve the Minutes of the Meeting held on 5 May, 2021 (circulated).
7. **Payments** - To consider the report of the Clerk on accounts and financial matters (attached).
8. **Annual Return and Audit:**
 - Annual Return 2020/21** - To note that to date no questions have been received from the public on the Annual Return and that the period for this to take place ends on the 6 August, 2021
 - Internal Audit** – To recommend to Council that Mrs S Southerton of SJS Financial Services be appointed to continue as the Internal Auditor for 2021/22.
 - Annual Risk Assessment Report and the Review of Internal Audit** - To note that the Annual Risk Assessment Report and the Review of Internal Audit will be considered in September 2021.
9. **Other Matters** – For information only.

KINGSTON PARISH COUNCIL

Clerk's Report on Financial Matters for the Meeting of the Finance and General Purposes Committee on 22 July, 2021

1. **Account Balance** - To note the balance on the Account as at 30 June, 2021 was £28,676.84 after taking into account receipt of Bank Interest £0.42 (net) and the ½ year Precept £4,500, and payments not previously reported to Committee and shown below for approval:

Payee	Payment method	Re:	Net £	VAT £	Total £	Date
Arun District Council	Direct Debit	Payroll recharge (April)	322.17	-	322.17	12/04/21
Arun District Council	Direct Debit	Payroll recharge (May)	322.17	-	322.17	12/05/21
Arun District Council	Direct Debit	Payroll recharge (June)	322.17	-	322.17	14/06/21
S Southerton	Cheque 658	Internal Audit Service	70.00	-	70.00	10/05/21
Arun District Council	Cheque 659	Printing – May newsletter	62.79	-	62.79	17/05/21

2. **Payments for approval (none known to date).**