



8 July, 2022

Dear Councillor

FINANCE AND GENERAL PURPOSES COMMITTEE

You are summonsed to attend a Meeting of the Finance and General Purposes Committee on Thursday, 14 July, 2022 in Our Lady Star of the Sea Hall, Vermont Drive, East Preston, 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 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 19 May, 2022 (circulated).
7. **Payments** - To consider the report of the Clerk on accounts and financial matters (attached).
8. **Annual Return and Audit** –
 - a) To note that the Annual Return 2021/22 was approved at a meeting of Council held on 24 June, 2022.
 - b) To consider any matters arising from the report of the internal auditor for 2021/22
 - c) Annual Risk Assessment Report and the Review of Internal Audit - To consider the Annual Risk Assessment Report and the Review of Internal Audit.
 - d) Internal Audit – To recommend to Council that Mrs S Southerton of SJS Financial Services be appointed to continue as the Internal Auditor for 2022/23.
9. **Bank Account** – Clerk to report.
10. **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 14 July, 2022

1. **Account Balance** - To note the balance on the Account as at 30 June, 2022 was £29,372.97 after taking into account bank charges of £23, bank interest of £3.03 and payments not previously reported to Committee and shown below for ratification:

Payee	Payment method	Re:	Net £	VAT £	Total £	Date
Arun District Council	Direct Debit	Payroll recharge (May)	245.37	-	245.37	12/05/22
Arun District Council	Direct Debit	Payroll recharge (June)	336.75	-	428.13	13/06/22

2. **Payments for approval:**

Payee	Re:	Net £	VAT £	Total £	Cheque No.
S Southerton	Internal Audit fee	80.00	-	80.00	685
Mark Molica Property Services	Clean gateway sign	40.00	-	40.00	686
Goodheart Signs & Designs	Refurbish Coastal Road Noticeboard	360.00	-	360.00	687
JNR Computers	Annual website and domain hosting	230.00	46.00	276.00	688