

KINGSTON PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes: of the Meeting held on 14th July, 2022 commencing at 7.28 pm in Our Lady Star of the Sea Hall, Vermont Drive, East Preston.

Present: Councillors Jolly (Vice-Chairman in the Chair), Buckenham, Kenning, Masson and Walker. County Cllr Elkins, District Cllr Chapman and Val Knight (Clerk).

24/22 **Apologies** – Cllrs Joyce and Wetherell.

25/22 **Election of Chairman** – It was noted that Cllr Joyce had sent his apologies for the meeting but had indicated he would be willing to stand for re-election as Chairman of this Committee. Cllr Joyce was then elected to serve for the ensuing year

26/22 **Election of Vice-Chairman** - Cllr Jolly was elected to serve for the ensuing year and continued to Chair the meeting in the absence of the Chairman.

27/22 **Declarations and Dispensations of Interests** - Further to declarations held in the Register of Members Interests, in the interest of openness, Cllrs Kenning, Masson and Walker declared membership of Kingston Gorse Estate and Cllr Jolly declared membership of West Kingston Residents Association.

28/22 **Public Opportunity** - No members of the public were present.

29/22 **Minutes** - The Minutes of the Meeting of the Committee held on 19 May, 2022 were confirmed as a correct record. There were no matter arising.

30/22 **Report of the Clerk on Financial Matters**

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, receipt of bank interest of £3.03 and Vat refund of £529.20, 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	-	336.75	13/06/22

2. **Payments:** The following were approved:

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
Arun District Council	Printing	81.39	-	81.39	689

31/22 **Annual Return and Audit** –

- a) Committee noted that the Annual Return 2021/22 was approved at a meeting of Council held on 24 June, 2022.

- b) Committee noted the report of the internal auditor for 2021/22
- c) Committee noted the Annual Risk Assessment Report and the Review of Internal Audit.
- d) Committee agreed to recommend to Council that Mrs S Southerton of SJS Financial Services be appointed to continue as the Internal Auditor for 2022/23.

32/22 **Bank Account** – The Clerk advised that the necessary bank mandate changes have now been implemented by HSBC prior to transferring accounts.

33/22 **Other Matters** – None.

The Chairman closed the meeting at 7.34 pm.

Chairman:.....

Date:.....