

KINGSTON PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes: of the Meeting held on 18^h May, 2023 commencing at 8.48 pm in Our Lady Star of the Sea Hall, Vermont Drive, East Preston.

Present: Councillors Joyce (Chairman), Andrew, Buckenham, Kenning, Walker and Wetherell. Val Knight (Clerk).

15/23 **Apologies** – Cllr Masson.

16/23 **Election of Chairman** – Cllr Joyce was elected to serve for the ensuing year.

17/23 **Election of Vice-Chairman** - Cllr Andrew was elected to serve for the ensuing year.

18/23 **Declarations and Dispensations of Interests** - Further to declarations held in the Register of Members Interests, in the interest of openness, Cllrs Kenning and Walker declared membership of Kingston Gorse Estate.

19/23 **Public Opportunity** - No members of the public were present.

20/23 **Minutes** - The Minutes of the Meeting of the Committee held on 16 March, 2023 were confirmed as a correct record. There were no matter arising.

21/23 Report of the Clerk on Financial Matters

1. **1. Account Balance** – Committee noted the balance on the Account as at 30 April, 2023, was £32,545.53 after taking into account bank charges of £21, receipt of Precept of £4,545.00, and payments not previously reported to Committee and shown below:

Payee	Payment method	Re:	Net £	VAT £	Total £	Date
Arun District Council	Direct Debit	Payroll recharge	336.75	-	336.75	13/03/23
Arun District Council	Direct Debit	Payroll recharge	336.75	-	336.75	21/04/23
G Walker	Cheque No 706	Chairman's Allowance	150.00	-	150.00	28/03/23
Arun District Council	Cheque No 707	Printing	9.27	-	9.27	05/05/23
South Strand Community Toilets	Cheque No 708	Grant	300.00	-	300.00	05/05/23
WSALC	Cheque No 709	Annual subs WSALC and NALC	231.39	-	231.39	05/05/23
V Knight	Cheque No 710	Reimbursement re Webmail address (Vision ICT)	18.00	3.60	21.60	05/05/23

2. Insurance Renewal:

Three quotes were considered. It was agreed to renew with the current providers Arthur J Gallagher Insurance Brokers Ltd as they offered the most relevant cover at the best price £404.66. It was also agreed to use 3 year Long Term option to hold the price for 3 years.

Payee	Re:	Net £	VAT £	Total £	Cheque No.
Arthur J Gallagher Insurance Brokers Ltd	Annual Insurance renewal	404.66	-	404.66	711

3. Payments approved:

Payee	Re:	Net £	VAT £	Total £	Cheque No.
Clerk – Reimbursement re Vision ICT Ltd	Webmail addresses for 7 Councillors (annual charge)	126.00	25.20	151.20	712
Sancarma Ltd	Delivery of May newsletter	50.00	-	50.00	713

22/23 **Accounts and Annual Governance and Accountability Return 2022/23** – It was noted that the Annual Return was still being considered for verification by the internal auditor. Therefore, it was agreed to recommend to Council that an additional meeting of Council be held in June to consider approval of the Return, once the Internal Auditor’s section of the Return had been completed.

23/23 **Bank Account** – The Clerk advised that the new mandate form had been received and submitted to HSBC. The Clerk to progress the transfer to Nat West once this had been actioned and important cheques processed.

The Chairman closed the meeting at 9 pm.

Chairman:.....

Date:.....