

KINGSTON PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes: of the Meeting held on 20th July, 2023 commencing at 7.20 pm in Our Lady Star of the Sea Hall, Vermont Drive, East Preston.

Present: Councillors Joyce (Chairman), Andrew, Buckenham, Masson, Walker and Wetherell.
Val Knight (Clerk). County Cllr Elkins and District Cllrs P Bower and R Bower.

24/23 **Apologies** – Cllr Kenning. District Cllr P Kelly.

25/23 **Declarations and Dispensations of Interests** - Further to declarations held in the Register of Members Interests, in the interest of openness, Cllrs Masson and Walker declared membership of Kingston Gorse Estate.

26/23 **Public Opportunity** - No members of the public were present.

27/23 **Minutes** - The Minutes of the Meeting of the Committee held on 18 May, 2023 were confirmed as a correct record. There were no matter arising.

28/23 Report of the Clerk on Financial Matters

1. **Account Balance** – Committee noted the balance on the Account as at 30 June, 2023, was £30,397.99 after taking into account bank charges of £23, receipt of bank interest of £96.55, 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 re May plus adj for April	388.75	-	388.75	12/06/23
Arun District Council	Direct Debit	Payroll recharge re June	362.75	-	362.75	12/06/23
Arun District Council	Cheque No 714	Printing	73.73	-	9.27	06/06/23
S. Southerton	Cheque No 715	Internal Audit	80.00	-	80.00	06/06/23

29/23 **Accounts and Annual Governance and Accountability Return 2022/23:** Committee noted that:
- this was approved by Council on 6 June, 2023
- the Certificate of exemption has been accepted by the external Auditor
- the period for the inspection of the accounts by the public ends on 9 August, 2023.

30/23 Internal Audit:

- The detailed report of the internal auditor for 2022/23 was noted, including observations on changing bank accounts to reduce bank charges and improve the interest received on investments. Cllr Andrew offered to look in to possible investment accounts.
- It was agreed to recommend to Council that Mrs S Southerton of SJS Financial Services be appointed to continue as the Internal Auditor for 2023/24.
- The Annual Risk Assessment Report and the Review of Internal Audit as prepared by the Clerk were noted.

31/23 **Bank Account** – The Clerk advised that all information the bank required was now available and the transfer to Nat West could be progressed.

The Chairman closed the meeting at 7.27 pm.

Chairman:.....

Date:.....