



15 March, 2024

Dear Councillor

### **FINANCE AND GENERAL PURPOSES COMMITTEE**

You are summonsed to attend a Meeting of the Finance and General Purposes Committee on Thursday, **21 March, 2024** in Our Lady Star of the Sea Hall, Vermont Drive, East Preston, that will be held following a meeting of the Planning Committee that commences at 7 pm.

Members of the Public are also welcome to join the meeting and will be given an opportunity to make representation to the Committee.

*Val Knight*

Mrs V Knight  
Clerk of the Council

### **A G E N D A**

1. **Welcome and Safety Procedures**
2. **Apologies for Absence**
3. **Declarations and Dispensations of Interests** - To receive any declarations under the Council's Code of Conduct and consider any dispensation requests
4. **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.
5. **Minutes** - To approve the Minutes of the Meeting held on 18 January, 2024 (circulated).
6. **Payments** - To consider the report of the Clerk on accounts and financial matters (attached).
7. **Bank Account** – To receive an update on change of bank account to Nat West. To note the signatories and signing rules are:  
Signatories: Cllr Geraldine Walker, Cllr Roger Wetherell, Cllr David Joyce, Cllr Valerie Masson and Val knight (Clerk).  
Rules: Any 3 from 5 to sign for all amounts.  
Administrator for the account: Val Knight, Clerk (this includes making transfers between Council's accounts)

**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 21 March, 2024

1. **Account Balance** - To note the balance on the Account as at 29 February, 2024 was £35,070.21 after taking into account bank charges of £22 as well as 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 Re January	362.75	-	362.75	12/01/24
Arun District Council	Direct Debit	Payroll recharge Re February	362.75	-	362.75	12/02/24
Environment Agency	Cheque No 726	Licence for signs along Ferring Rife	150.00	-	150.00	14/03/24

2. **Payments for Approval:**

Payee	Re:	Net £	VAT £	Total £	Cheque No.
V Knight	Reimbursements: – stamps Annual claim for office costs - heating, lighting etc. per budget Annual claim for mileage – per budget cap	6.00 312.00 144.00	-	462.00	TBC
Our Lady Star of the Sea	Hall hire April 2023 – March 2024. 6 meetings @ £25	150.00	-	150.00	TBC

3. **Grant:** To consider making a grant to Kent, Surrey, Sussex Air Ambulance Charity (information circulated)