



12 July, 2024

Dear Councillor

FINANCE AND GENERAL PURPOSES COMMITTEE

You are summonsed to attend a Meeting of the Finance and General Purposes Committee on Thursday, **18 July, 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 16 May, 2024 (circulated).
6. **Payments** - To consider the report of the Clerk on accounts and financial matters (attached).
7. **Bank Account** – To note the business account has been 'switched' to a NatWest account.
8. **Accounts and Annual Governance and Accountability Return 2023/24:** To note this was approved by Council on 18 June, 2024 and the Certificate of Exemption has been submitted to the external auditor. The Notice of Public Rights to inspect the accounts has been published and the right to inspect closes on 9 August, 2024.
9. **Report of Internal Auditor 2023-24** – To consider the report (circulated) and agree the following arising from the report:

Relating to

Cheque No	Amount Paid	Action
711	£402.40	Amend Minute 21/23 to read £402.40 not £404.66
717	£56.12	Amend Minute 43/23 to read £ 56.12 not £ 56.20
723	£120	To agree a further payment of £30 to Cllr Walker in respect of the Chairman's Allowance for 2023/24 (total due for year £150)

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 18 July, 2024

1. **Account Balance** - To note the balance on the Account as at 30 June was £35,791.13 after taking into account bank interest of £79.74, receipt of the ½ year Precept £4,545 and bank charges of £29.35 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	388.70	-	388.70	12/04/24
Arun District Council	Direct Debit	Payroll recharge	388.70	-	388.70	12/05/24
Arun District Council	Direct Debit	Payroll recharge	388.70	-	388.70	12/06/24

2. **Grant:** To consider a request for a grant from the Arun & Chichester Citizens Advice (information circulated)

3. **Payments for Approval:**

Payee	Re:	Net £	VAT £	Total £	Cheque No.
Arun District Council	Printing	67.26	-	67.26	008
S J Southerton	Internal Audit	80.00	-	80.00	009
Arundel and Littlehampton District Scout Band	Replacement for unrepresented cheque No 720	15.00	-	15.00	010
Cllr G Walker	Chairman's Allowance- Outstanding amount for 2023/4	30.00	-	30.00	011