

KINGSTON PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes: of the Meeting held on 18 July, 2024 commencing at 7.48 pm in Our Lady Star of the Sea Hall, Vermont Drive, East Preston.

Present: Councillors Andrew (Vice-Chairman in the Chair), Marr, Masson, Walker and Wetherell.
 Also Present: County Cllr Elkins. Val Knight (Clerk).

26/24 **Welcome and Safety Procedures** – The Chairman welcomed everyone to the meeting and explained safety procedures.

27/24 **Apologies** – Cllrs Buckenham and Joyce. District Cllrs P Bower, R Bower and P Kelly.

28/24 **Declarations and Dispensations of Interests** - Further to declarations held in the Register of Members Interests, in the interest of openness, Cllrs Marr, Masson and Walker declared membership of Kingston Gorse Estate.

29/24 **Public Opportunity** – One Member of the public was present. No questions were raised.

30/24 **Minutes** - The Minutes of the Meeting of the Committee held on 16 May, 2024 were confirmed as a correct record and signed by the Chairman. There were no matter arising.

31/24 Report of the Clerk on Financial Matters

1. Account Balance – Committee noted 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:

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: It was agreed not to make a grant to Arun & Chichester Citizens Advice on this occasion.

3. Payments for Approval - The following were approved for payment:

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

32/24 **Bank Account** – It was noted that the business account has been ‘switched’ to a NatWest account and a transfer of £25,000 would be made from there to a business reserve account.

33/24 **Accounts and Annual Governance and Accountability Return 2023/24:** It was noted that 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.

34/24 **Report of Internal Auditor 2023-24** – The report (circulated) was noted and the following agreed 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)

The Chairman closed the meeting at 7.52 pm.

Chairman:.....

Date:.....